

**St. Margaret's Church**  
**Westminster Parish, Annapolis MD 21409**

**Vestry Meeting Minutes**  
**Tuesday, February 17, 2015**

1. The meeting was called to order at 7:07 PM by Peter Mayer, in the administration building conference room. Peter Mayer offered the opening prayer.
2. Attendees: Mark Torrence, Karen Engelke, Valery Weekly, Kirsten Tolley, Tom Wenz, Trish Schilling, Doug Seybert, Liesl Wheeler, Doug Castonguay, Sarah Lamming, Anne sessions, Jane Hague, Willie Williamson, Ernie Tucker, Elizabeth Bowers. Absent: Charlie Lang
3. Minutes. The draft January minutes were reviewed. There was discussion about where the severance pay for Ruth McDaniel would be withdrawn in the budget. An amendment to the minutes was offered by Karen Engelke: Agree that the severance will be \$16,000. Agree that the severance payment will be drawn from line 6021 in the church budget. The amendments were seconded by Willie Williamson, voted on and accepted unanimously. The minutes were then approved, unanimously.
4. Submitted reports:
  - a. Treasurer's Report – will be postponed until Treasurer Charlie Lang is healthy
  - b. Rector's Report – Peter Mayer read a letter from Bishop Sutton regarding Heather Cook and repentance. "For me, the process of repentance begins with the Palermo family on the eve of Ash Wednesday." The letter is available at the St. Margaret's website. Karen Engelke reported she attended the Bishop's public conference at St. James Lothian and that it was a very successful, thoughtful event. There remain questions about Cook's status as a Bishop in our Diocese, and liabilities that draws. Sarah Lamming reported that currently the only known corporate liabilities are that she was texting on a diocesan phone when she killed Mr. Palermo.
  - c. Election of Anne Sessions as new Senior Warden, and Mark Torrence as Junior Warden. A motion was made by Karen Engelke to elect Sessions and Torrence, seconded by Willie Williamson, and passed unanimously.
5. 2015 Budget Report – will be postponed until Treasurer Charlie Lang is healthy.  
EFPC Progress report
6. There was moderate attendance at the Adult Forum presentation about the status of the new building, due to the extreme weather. Still, it was a well received event. The temporary classrooms will be removed in July, the Sunday School and Day School need to address removing and storing materials currently in those classrooms. The SMDS Board has determined class sizes, and number of classes for the 2015-16 school year based on new space capabilities. While they are adding classes at the current education levels, they are electing not to add new levels of education (e.g. first grade, second grade, etc.) It is time to being discerning what functions will use the space in the old education wing as the SMDS moves to the new building. The Capital Campaign will need a new leader to manage the fulfillment stage through completion, replacing Anne Sessions who is moving to the Senior Warden position.  
The Junior Warden's report –
7. Endowment Budget - Mark Torrence led the Vestry through the Endowment Budget. To note, the per annum average gain on endowment is around X%. The draw on the endowment is 5%, or \$243,762.08, per the direction of John Goldthwait in a January 9, 2015 email. This needs to be approved by Vestry. Peter Mayer suggested that

draw needs to be less aggressive in the future. Liesl Wheeler said the Missions and Grants Commission needs to know the amount of their draw immediately, from the endowment to complete their grants process. Karen Engelke noted the CEEP conference expenses need to be funded to cover attendees' costs. Kirsten Tolley made a motion to approve the 5% draw from the endowment in the amount of \$243,762.08 to distribute as outlined in the Endowment Budget. Willie Williamson seconded. This passed unanimously. Liesl Wheeler made a motion to move \$106,000 to the Missions Commission and \$12,000 to the Lighthouse Shelter from the Endowment draw. This was seconded by Doug Castonguay. The motion passed unanimously. Tom Wenz made a motion to allocate \$4,000 to the CEEP conference expenses in the Endowment Budget. This was seconded by Liesl Wheeler and passed unanimously. There was a discussion about the role of attendees to the CEEP conference. Doug Castonguay suggested a process like an "After Action Report" to share ideas and information with the Vestry and congregation.

- a. Active discussion re: use of endowment funds to pay for new building:
- 1) It is suggested that George Saroch present the status of the payment plan to the Vestry for the benefit of the new members.
  - 2) There is a \$1 million dollar "gap" between funds raised in the capital campaign and the cost of the building. This gap, and the cash flow gap (e.g. money spent is ahead of money coming in) is covered by a bank loan.
  - 3) Closing that "gap" is a Vestry discussion in the future. Should Vestry relieve debt servicing costs by using endowment funds to pay remaining costs now, or continue with the loan terms of 20 years.

Special Report, Sarah Lamming: IT infrastructure, Youth Formation programs, Maryland Interfaith Legislative Committee, Episcopal Advocacy Day

8. Sarah has been able to utilize for the first time the existing database of the congregation at large to determine a Youth Formation database, instead of building one from scratch as had been necessary in the past. This is a universally accessible database and can be passed along to a new Youth Leader.
9. This database shows currently that 1/3 of the youth attend Sunday School actively, 1/3 attend once a month or so but report they feel connected, and 1/3 attend very sporadically. This raises questions and problems about how to plan class activities. There is better communication developing within the classes. Currently J2A (Journey to Adulthood) has a regular email list and communications. Dalyn Huntley, leader of the older Sparks/Rite 13 group is starting a Lent communication. Younger Sparks classes are not using email communication because of their age and curriculum.
10. Sunday School class levels review: Godly Play – Pre-school to first grade; Sparks – 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> grade, and combined classes for 5<sup>th</sup>-6<sup>th</sup>-7<sup>th</sup> grade; Rite 13 would be the 5<sup>th</sup>-6<sup>th</sup>-7<sup>th</sup> grade if there were more students in the age range; J2A is pre-high school students; YAC (Young Adults in Church) are High School age students.
11. Sarah is concerned that formation leaders are not attending services on days they teach and are in need of more spiritual support and refreshment. There is also a need for new, younger teaching leaders. Also, within the YAC group there are 8 active students happy to stay connected, and would like their gatherings to happen on Sunday evenings, no longer on Monday evenings during Pick and Mix.

12. SMDS has decided that they prefer Chapel being held in a classroom setting, with more size appropriate seating and better engagement with smaller people. They currently hold Chapel in the temporary classrooms, and will hold them in a classroom in the new building when that move is completed.
13. Diocese Regional Councils - Currently the diocese is structured into 12 regional councils, we are in the Anne Arundel Regional Council. Each council has a representative on diocesan council. The council is made up of clergy and parish delegates to the diocesan convention (Kathy Polk, Charles Lang, Dave Boyle, and potentially Karen Engelke). The proposal that is being discussed is to move to a 5 deanery structure with appointed deans rather than elected positions. We would come under the new Southern Deanery.
14. Maryland Interfaith Legislative Committee: Kathy Shannon spoke about main areas of focus: Economic opportunity, affordable housing, human trafficking, social safety net, safe and just communities, and immigrants.
15. Episcopal Advocacy Day - March 25 - 9 am-2 pm, Miller Senate Building, Annapolis. Meet legislators, learn about the diocese's work in Annapolis during the session, legislative priorities, and more. Free. Lunch included. Registration coming soon.

Visioning

16. The meeting broke in to 4 groups to discuss 2 topics about a personal experience at St. Margaret's: Share a time when this church has moved you, and, In what spiritual way would you most like to feel transformation?
  - 1) Group 1 – found common themes in defining what is meaningful; what is community; being on “a journey” together; not experiencing judgment at St. Margaret's
  - 2) Group 2 reported incredible warmth when greeted at St. Margaret's; inspiration for searching for greater meaning; looking for deeper relationships in our journeys.
  - 3) Group 3 looked to the sacred aspects of church: compline; music; openness; warmth; love. Their first visit here was very powerful – it taught hospitality, welcoming.
  - 4) Group 4 reported each person found a moment of transformation in their early experience at St. Margaret's; a sense of comfort, welcome, ease, peace, and mystery. The group assured each other, have faith, transformation will come, “All shall be well.”
17. Peter described visioning happening in many groups: staff, mission, Long Range Planning, Vestry. The goal is to find the road that narrows to our understanding of a mission at St. Margaret's. The LRP will be tasked with defining a strategy to stretch toward that mission. The staff will be tasked with implementation.
18. The meeting was adjourned at 9:07p with a singing of the doxology.
19. Respectfully submitted,
20. //s//Anne Sessions, temporary Clerk