



St. Margaret's Church  
Westminster Parish  
Vestry Meeting  
Tuesday, January 16, 2018



Richard Meux Benson, Religious, 1915 and Charles Gore, Bishop of Worcester, of Birmingham, and of Oxford 1932



Attending:

Peter Mayer+, Rector  
Charlie Lang, Treasurer  
Maggy Cullman  
Ruth Harmon  
Doug Seybert

Anne Sessions, Senior Warden  
Kathy Polk, Clerk  
Gwen Davis  
Tim Parker  
Al Todd

Steve Brennan, Junior Warden  
Fran Becker  
Christine Feldmann  
Paul O'Donnell  
Tom Wenz

Absent: Nellie Bowers, Trish Schilling, Valery Weekley  
Also Attending: Rhetta Wiley, + Interim Associate

1. Opening prayer was given at 7pm by Peter+.
2. The minutes from the December meeting were approved.

**3. Submitted Reports**

**A. Rector's Report – Peter Mayer**

There have been a number of applicants for the Facilities Management Assistant position. Elizabeth has not held any interviews as she is dealing with pneumonia. Please keep her in your prayers. The web site is not clear but we are looking at \$20/hour with 1500 hours and possibly 2000 hours for the 2018 calendar year.

The curate search committee (Gwen Davis, Zach Greene, Molly Horton, Ray Feldmann, and Joan Rich) has phone interviews scheduled with six candidates. Some are better than others, but all are well qualified. They expect to make an offer in March-April with a start date of mid-June.

Peter+ has established a search committee for a new music director including not only choir members, as well as parents of Spirit singers, and Third Sunday Band representative. They will be assisted in their search by the Rev. William Bradley Roberts, Professor of Church Music at Virginia Theological Seminary. Peter+ hopes to make an announcement regarding the committee at the Annual Meeting.

With thanks to Ernie Tucker, the slate for new vestry candidates is Phil Graham, Rex Pingle, Sarah Westcott, and Brian Williams. A youth candidate needs to be 16 years old and would serve a one-year term.

Christine Feldmann was thanked for generating the letter to the parish regarding James' departure and working with many on its content. It is a step towards healing. Feedback included that the letter should have gone out sooner – but in defense, the letter was in response to all the comments regarding the announcement. Hope Stinson is doing a good job as interim

with Alexandra Buek, a volunteer in the music library. Peter+ has held meetings with them regarding planning through Easter. Many in the Motet Ensemble are choosing to sit out. We will let the musicians decide what is best as we move forward. Still many are hurt and angry. Because of the strong emotions regarding James' departure, it may be useful to open the Annual Meeting with a question and answer period. The vision of our present and future – transforming lives through Christ - should be discussed. Rhetta+ explained that what many are experiencing is "grief". It is the loss of a loved one. There has not been an opportunity for a public expression of grief. Grief includes sorrow and rage. The Annual Meeting is not a time to "vent". Rather it is a time to reflect on our accomplishments and determine our future – what values should continue? How can we engage the large number of young families at St. Margaret's? How can we partner with area housing associations or community groups to bring about positive transformation in our area? What is the next step in our work towards racial reconciliation on the peninsula? What energy/vision is there in the parish for an overseas mission involving multiple generations? Included in our future are a new music director, a curate, and a facility manager. It is also a time to express thanks for Jeff Conover and the many volunteers who have stepped in to fill gaps in our programs.

Joanna Tillman will be the alternate to the Diocesan Convention, serving with Tom Wenz, Kathy Lang, and Maggy Cullman. Peter+ will reassign liaison positions for vestry members after the election.

#### **B. Treasurer's Report – Charlie Lang**

Charlie reported a "spectacular year". The personnel changes have reflected a positive position in the budget. We did not have to withdraw from the Endowment for operating expenses. The P&L shows we closed out the year with an overage of \$57,472.28.

**MOTION: To make a \$200,000 principle payment to reduce the remaining balance of the construction loan in half. APPROVED UNANIMOUS.**

**MOTION: To use the "overage" to fund bonuses for employees, to pay for the ADA access chair lift to the Annex \$3500, and to pay the severance package for James Fitzpatrick \$ 48K. APPROVED UNANIMOUS.**

#### **C. Facilities Report – Tom Wenz and Steve Brennan**

Steve reported that a service contract was signed with Calvert to use the same HVAC vendor for support throughout the campus. The campus lighting upgrades from T2 Energy have been completed. The hanging lights in the church were replaced prior to the 325 Anniversary Celebration by Weisman. We should replace the highest recessed lights in the church. The Sharp copier in the Administration Building was replaced with a new copier through Centric Business Systems. John Purgason is moving ahead with plans for an outdoor ramp for ADA access to the Annex. The Brotherhood of St. Andrew is paying for and installing the ramp. There was a recent flood in the Formation Building. Many thanks to Bob Baltz who received a call about an alarm at 12:45 am on 1/6/18 regarding the flood. Bob coordinated with the Fire Department and Peter+. Many volunteers including SMDS parents helped with the cleanup. The Day School was only closed for one day. The adjuster from Church Mutual has been to inspect. Unfortunately, a piano belonging to someone else was declared a total loss.

#### **4. Budget Report – Tim Parker**

The revised budget is very much a "fluid" process. Likely, we will not have a full-time music position until the fourth quarter. Tim recommends taking the bonuses out for now – but leaving in pay increases. There has been a decrease in substantial pledges for multiple reasons including moving and death. There are many variables regarding who is hired and when hired. Currently, he suggests not funding Vacation Bible School at its current level. Presently, we do not have the leadership necessary. There was concern that eliminating the program would send the wrong message. Perhaps an abbreviated version could be put in place. The parish has great expectations not only for having a VBS but having it at a high level. Even with professional leadership, many volunteers are necessary to the program. The vestry will revisit this decision in March.

#### **5. Warden's Reports**

##### **A. Junior Warden – Steve Brennan**

Steve presented the 2018 Endowment Budget of \$191,925.00. Next month the vestry will have a coordinated list of capital projects and maintenance. They would include the alarm in the Annex and a software upgrade.

**MOTION: TO approve \$12,00 for the Lighthouse, \$30,000 for Operations allocation, \$10,000 for SMDS Scholarships, and \$1,750 for the Consortium of Endowed Episcopal Parishes. APPROVED UNANIMOUS.**

**B. Senior Warden – Anne Sessions**

Anne wants to thank Phil Meeder's son for the loan of the piano in the Annex. Anne suggested repeating information about the Music Department to parishioners. She thanked all who helped with Winter Relief at St. Philip's. Anne suggests that the vestry prepare a meal for Winter Relief. She will coordinate with Judy Hall. Mention was made regarding Ash Wednesday during Winter Relief and welcoming our guests to participate in the services.

6. **For the Good of the Order:** Peter+ thanked Doug Seybert, Tom Wenz, Trish Schilling, and Valery Weekley for their years of dedicated service as spiritual leaders. Kathy Polk is also leaving as Clerk and was thanked for her service. If elected, she will serve as clerk for the Annual Meeting.

The new vestry will have a retreat at the Claggett Center on Friday, February 2-3, 2018. There will be dinner on Friday, followed by a meeting and social time. Saturday will be more meetings and adjourning around 2-3 pm. Tom Wenz will not be at the Annual Meeting but wanted to express his deep appreciation for adding the Facilities Manager position as well as becoming a Welcoming and Affirming Parish.

6. **Adjourn:** The meeting was adjourned at 8:45 pm with the singing of the doxology.

The Annual Meeting will be on Sunday, January 28 following the 11:15 service.  
The vestry retreat will be February 2-3 at the Claggett Center.  
Next regular meeting Tuesday, February 20, 2017 in the Formation Building.

Faithfully,

Kathy Polk  
Clerk