



St. Margaret's Church  
Westminster Parish  
Vestry Meeting  
Tuesday, January 17, 2017



Antony, Abbot in Egypt, 356



Attending:

Peter Mayer+  
Steve Brennan, Junior Warden  
Fran Becker  
Christine Feldmann  
Tim Parker  
Tom Wenz

Jane Hague+  
Charlie Lang, Treasurer  
Doug Castonguay  
Karen Engelke  
Doug Seybert  
Liesl Wheeler

Anne Sessions, Senior Warden  
Kathy Polk, Clerk  
Julia Drooff  
Ruth Harmon  
Valery Weekley

Trish Schilling and Willie Williamson - absent

Also attending: Elizabeth Radley, Senior Administrator  
Greg Smith, Candidate for Vestry

1. Opening Prayer – Doug Seybert led the opening prayer at 7pm in classroom E in the Formation Building.
2. Approval of minutes (12-20-16 as amended and corrected) and agenda. Unanimous.
3. Submitted Reports

A. **Rector's Report** – Peter Mayer+ (Rector's Report January 2017.docx)

Peter+ met with the LGBTQ group on 1-12-17. There are about 8-9 people on the committee. The committee had input from the history committee. The vestry amended the statement to read:

*St. Margaret's community is many fibers knitted together over three centuries. Our table has seated meager farmers, plantation owners, reluctant rebels, agents of the Crown, enslaved persons and slave holders. Our leadership includes partnered, married, single, widowed, and divorced Christians. We welcome in love persons of every race, gender, culture, sexual orientation and gender identification. All people have a sacred worth and the fabric of St. Margaret's grows stronger with each new thread. It wraps in comfort the shoulders of the defeated and the hurt and has been raised as a banner to celebrate God's transforming wholeness in our midst. We welcome you to be part of our fabric which will grow for centuries to come.*

**Motion: To accept the welcome statement as revised. Unanimous.**

Peter+ thanked the vestry for representing the church so well from Christmas services through the Bishop's visit. They had great crowds at all three services with 40 at 7:30 am, 250 at 9:15 am and 176 at 11:15 am. The Rt. Rev. Eugene Sutton kept right on schedule. Malcolm Huntley was the first

African American and Seung Wenz, the first Korean-American to be confirmed at St. Margaret's. The Bishop is proud of your service. He reminded us not to be afraid to say "no". Do fewer things well. He added that just because you don't have more people of color does not mean you're not doing a good job. The bishop was praised for his common sense approach. Bishop Sutton also advised us not to "starve" our ministry regarding the Endowment.

There was some discussion regarding forums held by the diocese on "Reparations". Anne Sessions and Peter+ had attended a forum as had Kathy Polk, Tom Wenz, and Grant Harmon. Vestry members were reminded that one of the responsibilities of convention delegates is to keep the parish informed of diocesan matters.

**B. Long Term Planning Report** – Fran Becker (Notes from LTPC Meeting 1021final.docx)  
Fran distributed the LTPC meeting notes from earlier this month. George Saroch has done a great job analyzing and submitting data that will be useful to the LTPC. The LTPC is hoping to provide materials for consideration during the vestry retreat.

**C. Nominating Committee Report** (submitted by Ernie Tucker, not present)

Candidates for the vestry election:

Maggie Cullman

Gwen Davis

Paul O'Donnell

Greg Smith

Al Todd

Julia Droof – candidate for Youth Representative until May; Nellie Bowers to succeed her.  
(Youth candidates serve for one year.)

Ernie Tucker is looking for people to help count ballots.

**D. Treasurer's Report** – Charlie Lang

(170117 P & L Report 1.5.17.pdf)

(170117 Treasurer Report. Docx)

(SMC Proposed Endowment Budget 2017.xlsx)

(161220 2015.2016.2017 budget v5-final.xlsx)

Transfer from the Operating account to the Formation Building Savings was made on 5 Jan 17 in the amount of \$45,537.86. Also, on 5 Dec 16 the amount of \$56,263.86 was transferred from the Operating account to the Designated Checking account, including \$49,000 of prepaid 2017 pledges. These transfers are the result of pledges and donations.

The interest-only payment for the construction loan for December has not been made as of 13 Jan 17. The loan balance remains \$609,472.36.

The Endowment pull of \$124,500 for Operations support (\$71,700), interest payments (\$37,800) and Missions/SMDS (\$15,000) was made on 13 Dec 16. In addition \$7,997.91 for direct payment to CCI for support costs was requested on 4 Jan 17 per vestry authorization.

The P&L for the end of the December is provided for review. The P&L shows we are in the "black" by \$27,254.28. At the time the Endowment pull was made we did not know the numbers for the Christmas giving, which was exceptional. There is still a stock gift of nearly \$4,500 currently coded in pledges where we have not identified the donor. I recommend retaining \$6,000 to pay the Grants Administrator for 2017 and returning the remainder to the Endowment.

Charlie has been in touch with BB&T regarding establishing a savings and checking account for the Cemetery, no longer in the operating budget. Ultimately, he will be closing the Formation Saving and checking accounts. The Grants Administrator will no longer be a church employee. Rather Izzy Winn will be a contract employee. "Donations" include memorial gifts. "Special Offerings" are Christmas and Easter. We are committed to minimize the withdrawal from the Endowment. There has been no determination yet if we will continue to sell niches and plots for the same rate. They are available. They will re-evaluate the program in three years.

Jim Barnett submitted the Capital Campaign Continuation Report. The balance on the loan needs to be paid up by November 14, 2019 or fall into a 20-year mortgage. They will NOT let this happen. All this information will be brought up at Annual Meeting.

**MOTION: To retain \$6,000.00 for the Grants Administrator from the 2016 budget to pay the 2017 amount. UNANIMOUS**

#### 4. Wardens' Reports

##### A. **Junior Warden** – Steve Brennan (SMC Junior Warden Report 01 17 2017.pdf)

Steve explained that they use a 4.9% of the 3-year rolling average from the Endowment for 2014-2016 to establish the amount for the 2017 Endowment Budget. This year's amount is \$211,750.00. For the past several years, 5% of the 3-year rolling average has been used to establish the amounts of the Endowment Budget. This is considered "aggressive" and 3.5% is the more conservative goal. The reduction from 5% in the 2016 Endowment Budget to 4.9% in the 2017 Endowment Budget is a modest first step toward achieving the more conservative goal. Traditionally, the Endowment spending policy has been 60% towards grants and 40% toward operational expenses. This ratio was not "set in stone", but it is a precedent that has applied prayer and discernment to guide them. Several years ago, this ratio basically became inverted, as more funds from the Endowment were required for Operations. Christine Feldman noted that this year the number of grant applications has decreased. Karen Engelke noted that historically, the amount in the Endowment Budget for grants has been as high as \$120,000 whereas in the proposed 2017 proposed Endowment Budget the amount for grants was \$85,000. In the 2016 Endowment Budget, the amount for grants was also \$85,000. The amount of the entire Endowment Budget also decreased by over \$33,000 from 2016 - 2017, as the Endowment decreased due to the pay-downs on the Formation Building Construction Loan that were approved by the vestry. The percentage for Missions/Grants in the Endowment Budget for 2017 is 49%, which is up from 44% in 2016. They are working hard to reduce the operational draw which was decreased each year from 2015 through 2017. It is a good discussion for the retreat. Because the Grants Administrator will be paid by 2016 funds, pursuant to the Treasurer's recommendation that was approved by the vestry at this meeting, the amount allocated for the Grants Administrator in the initial proposed 2017 Endowment Budget can be rolled up to the Mission Commission from \$85,000 to \$91,000. Income to St Margaret's Church, not the Endowment, is derived from rental from the SMDS, rental from the property and pledges. The Endowment's income is interest on its principal.

**MOTION: To eliminate the Grants Administrator line for 2017 and roll \$6000 into the Mission Commission. UNANIMOUS.**

**MOTION: To approve the 2017 Endowment Budget as amended. UNANIMOUS.**

The main concern is how does the money serve Christ in the world?

**B. Senior Warden-** Anne Sessions(SMC-Incubation Report, Jan 2017, v2.pdf)

Anne has on-going meetings planning the 325<sup>th</sup> anniversary. We need to populate a new generation of finance commission to replace Willie Williamson. The Incubation Team continues. Anne is working with Angela Shepherd+ on the Mutual Ministry Review – this is essentially a report card of how our ministry is doing. What are our successes? Where are our strengths and weaknesses? How can we better support our leaders? The vestry was praised for becoming more “visible” to the parish and taking on leadership roles and responsibilities.

5. Peter+ -- additional

There is no ministry report this month. Peter+ is planning a personal retreat mid-March from Sunday afternoon through Wednesday at Holy Cross, in Westpark, NY. If you are continuing on the vestry, please subscribe to the Episcopal Church Foundation Vital Practices <http://www.ecfvp.org> Christine and Trish were thanked for obtaining the services of “Apropos Parties” (443-934-1675 – Anna Pittinger, Director) for catering the luncheon with Bishop Sutton.

Karen Engelke, Liesl Wheeler, Doug Castonguay, and Willie Williamson were warmly thanked for hours of service to the vestry and the church. Each one has made the church a better place. Doug is moving to Alabama. Leisl is also celebrating a birthday! Karen called her term of office “frustrating joy”.

6. Adjournment with the singing of the doxology at 8:25pm.

Annual Meeting: Sunday, January 29, 2017. Kathy Lang has agreed to serve as clerk for the meeting. Next regular scheduled vestry meeting 2-21-17; Anne Session will lead the opening prayer. New vestry members will be welcomed!  
Vestry Retreat March 10-11, 2017

Faithfully,

Kathy Polk  
Clerk