



St. Margaret's Church
Westminster Parish
Vestry Meeting
Tuesday, March 21, 2017



Feast of Thomas Cranmer, Archbishop of Canterbury and Martyr, 1556



Attending:

Peter Mayer+
Steve Brennan, Junior Warden
Fran Becker
Gwen Davis
Ruth Harmon
Doug Seybert

Jane Hague+
Charlie Lang, Treasurer
Nellie Bowers
Julia Drooff
Paul O'Donnell
Valery Weekley

Anne Sessions, Senior Warden
Maggy Cullman
Christine Feldman
Trish Schilling
Tom Wenz

Absent: Kathy Polk, Tim Parker and Al Todd

Also attending: Elizabeth Radley, Senior Administrator; Kathy Lang, Recorder; Lynne Killam, parishioner.

1. The meeting opened at 7pm in classroom C of the Formation Building with a prayer offered by Doug Seybert.

2. The January and February minutes were not approved. This action was tabled until all vestry members have read the minutes from the January and February meetings.

3. Electronic Vote: March 7, 2017

Motion:

The \$6,000 endowment pull money, earmarked in the 2016 budget for the 2017 Endowed Grants Administrator's fee, be instead added to the Missions Commission budget for 2017.

Passed.

4. Submitted Reports

A. **Rector's Report** (Rectors Report March 2017.docx)

In addition to the report, Peter announced that he has been invited to preach at Asbury-Broadneck United Methodist church on April 9 which is Palm Sunday. Additionally he has been invited to a

multi-faith service at Asbury-Broadneck on April 14. He had not yet committed to that service as it is on Good Friday.

Peter provided clarification of when committee reports were due. Vestry members should be following the schedule that was provided at the vestry retreat. If a vestry member would like to change the month that they are reporting, they should contact Peter. He also explained that since the reports are generally provided electronically that it is not essential that the vestry member be there. The point being that a report could still be submitted even if the vestry member expects to be absent.

B. Treasurer's Report – Charlie Lang (170321 Treasurer Report.docx and 170321 P & L FEB 2017.xlsx)

Overall the budget is in good shape. Charlie provided a description of the columns in the P&L report and said that the most important number to look at is the center column. He also explained that not all of the columns in the budgeted column represent exactly 1/12th of the budget. Historically he knows that some numbers are always going to be higher or lower during some parts of the year and so those numbers have been adjusted so that there is a more accurate view as to whether the budget is tracking where it is expected to be. Peter asked that the numbers that are being “shaded” be identified.

C. Missions Commission Report – Christine Feldman (Missions Commission Update 3-21-2017.docx)

Christine explained that the Dageno Tiger Team is a group of parishioners that are passionate about the mission of the Dageno Girls School. The tiger team has been trying to help the school secure more long-term solutions to some of their organizational issues.

Christine also highlighted some of the challenges that they faced when trying to help an at risk family here in Anne Arundel county. They found that volunteers need to set and keep boundaries in order to be effective and to prevent burnout. Anne Sessions suggested that this message should perhaps be communicated to the parish as a whole.

D. Buildings and Grounds Report – Steve Brennan (2017-0316 Minutes of B&G Meeting Mar 6, 2017.docx)

The most significant item from the Buildings and Grounds committee is that Shannon McDowell has stepped down as chair of the committee. The committee is now looking for a replacement.

5. Vestry Retreat Recap (Vestry approved priorities March 2017 edited by PWM.docx)

Peter thanked everyone for a successful retreat. He came away from the meeting with a feeling of hope and energy.

He reviewed the liaison structure that links the vestry members to the lay ministries. There are six commissions with assigned vestry members. The commissions are: finance, formation, worship, buildings and grounds, mission and fellowship. Each commission has two vestry members. The commission leaders are charged with communicating to their assigned ministries the direction of the vestry. Likewise the commission leaders need to be talking with their ministries to understand the challenges and successes that the ministries are having. Commission leaders are the link from the vestry to the ministries and vice versa.

There was a discussion about lay leadership and the need to look for volunteers. Suggestions were made on how to communicate opportunities to volunteer at St Margaret's. However, it was also pointed out that there is a lot of information about volunteering on the website. Vestry members were urged to look at what is on the website. Gwen Davis passed out flyers with information about how to volunteer to help out with Sunday school.

Vestry approved priorities:

- Authorize a new study of existing campus that considers future growth; our mission statement; the discernment on the future of campus property (e.g. parking, church buildings, rental house, cemetery, outdoor space, Day School); commissions/program use of buildings; and increased sanctuary seating options
- Set fiscal priorities and benchmarks, including: endowment management; maintenance fund; budget priorities (e.g. mission, formation, compensation); building debt; shared expenses with St. Margaret's Day School; income use of buildings, to give us a map to where we think our budget/giving/percentages should be in 2018 and 2019.
- Develop strong lay leadership that enhances the spiritual growth of parishioners (including families in crisis and seniors) through enhanced communications, education and scripture-based references about our commissions' awareness and impacts.

Peter asked for and received affirmation of these priorities from the vestry. He then led a discussion of what the benchmarks and goals for the priorities might be. Vestry members were asked to identify which priority they might want to work on. Vestry members that do not identify a priority to work on will have one selected for them by Peter. Assignments will be made by April 4.

6. Wardens' Reports

A. **Junior Warden** - Steve Brennan (SMC Junior Warden Report 03 21 2017.pdf and SMC Revised Endowment Budget 03 21 2017.pdf)

Steve reported that the RFP for the phone system is currently being circulated. There was discussion as whether the decision on the final selection needed to be brought back to the vestry. Consensus was the technology committee should make final selection.

Steve also discussed Day School cost allocation. There are some expenses that St Margaret's has been absorbing but should be paid by the Day School. The plan is to gradually transfer the requirement to the Day School so that it doesn't get hit all at once.

B. **Senior Warden** – Anne Sessions (SMC-SrWardenReport,March2017.pdf)

Anne is continuing her work with the Long Term Planning Committee and is honored to be working on their forward thinking issues.

She is looking for financial people to assist with budget and finance issues for the coming year.

She is also continuing to work with Christine Feldman on a focus of projects that are within a 3.25 mile radius of St Margaret's as a way to celebrate the future of St Margaret's while we commemorate its 325th anniversary.

Anne is fielding discussions about the viability of purchasing a van for St Margaret's. There are many things to consider and she is listening to what everyone has to say about it. Charlie suggested that a business case be made that would lay out the costs and benefits of buying vs. leasing and the amount of usage that would be forecast.

7. New business:

Lynne Killam, parishioner, attended the meeting because she wanted to see what goes on at Vestry meetings. She suggested that more needs to be done for the seniors of the parish. She also suggested that the cross built by Tommy Bowers be considered for placement on the campus.

8. Adjournment at 9 pm with the singing of the Doxology.

Next meeting: Tuesday, April 18, 2017.

Julia Drooff – Opening Prayer

Respectfully submitted,

Kathy Lang