

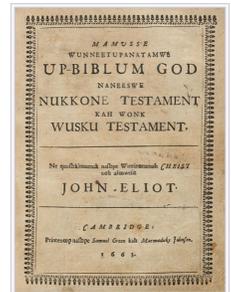


St. Margaret's Episcopal Church

Westminster Parish

Vestry Meeting

Tuesday, May 21, 2019



Feast of John Eliot, Missionary among the Algonquin, 1690

Attending:

The Rev. Peter Mayer, Rector	Paul O'Donnell, Senior Warden	Steve Brennan, Jr. Warden
Charlie Lang, Treasurer	Maggy Cullman	Gwen Davis
Barbara Friedmann	Cory Greene	Rex Pingle
Al Todd	Sarah Westcott	Brian Williams

Absent: Patti Sachs+, Asst; Jim Barnett, Clerk; Stacia Bontempo, Phil Graham, Luke Morgan

Also attending: Elizabeth Radley, Director of Operations; Kathy Polk, Acting Clerk

1. Opening Prayer – Al Todd
2. The minutes of April 16, 2019 were approved as amended.

3. Submitted Reports

A. Rector's Report – The Rev. Peter Mayer

In addition to his submitted written report, Peter+ explained that tonight is Patti's+ birthday, and she was given the night off. There was a scheduling conflict with the original PRIDE parade. It will be on June 29 from noon until 5pm. Al Todd and the Third Sunday Band will be participating. St. Margaret's Missions Commission will have a booth. There will also be a PRIDE recognition night June 12 at the Bowie Bay Sox game.

Peter+ explained that a portion of campus expenses are allocated to the Day School that includes snow removal among other things. The Day school has agreed to take on the cost of the security system used in the

lower portion of the formation building. There is a gap of \$5K. It is impossible to quantify what the Day School provides for St. Margaret's. The Day School budget wants to address the off-set and better prioritize expenses. Russell Jackson will be the new treasurer for SMDS. Patrick Murphy is the outgoing treasurer. Susan Roberts completed her term as chair and served admirably for 6 years. She did so much to raise the levels of overall performance. Jennifer Albanese, who usually attends the 9am service, will be the new Board President. She has a kindergartner at the school.

Maggy Cullmam, Kathy Lang, and Joanna Tillman represented St. Margaret's at the Diocesan Convention this year along with Peter+ and Patti+. Peter thanked them for their dedication and commitment. The Bishop's address observed that attendance is down but membership has gone up—indicating that people are attending church less. Many things infringe on the ability to worship on Sundays. The dynamics of the 30-50 year-old demographic is engaged and multitasking. There is question of how to reach millennial. It was suggested that we don't connect with people under 50. How can we best market or position ourselves? In 5 years, "Boomers" and the aged population will die off. How do we capitalize on potential growth?

B. Treasurer's Report – Charlie Lang

No funds were transferred from the Operating account to the Designated account. There were no withdrawals in April from the Endowment. The Grant's withdrawal request for \$91,000 was made and received in early May. The individual Grant checks were then created from the Designated account and provided to the Grants Administrator. The P&L for the end of March shows a negative balance of \$7,372.84. This is a \$17K improvement over April of last year. Charlie created an account "Pledge Donation" to indicate electronic giving. This is designed to make donations easier for millennial. Some of the stolen money has been returned. Only Elizabeth and Peter+ handle the mail currently. Electronic banking is not as time consuming for tellers as check donations.

4. Missions Report – (Stacia Bontempo-absent) and Barbara Friedmann

In a very thorough written report, five specific areas of ministry were identified as the Citizenship Classes at the Center of Help with 8 parishioners teaching classes; the Dageno Girls' Center with 16 suitcases of donations delivered; Homeless and Affordable Housing with 11 families placed into housing; Social Justice Network with 3,500 diapers donated and Broadneck Elementary with 5 parishioners tutoring classes. Other areas include Community Advocacy Involvement with ACT, Endowment Grants Committee and Liaisons, Lighthouse Shelter, My Brother's Pantry, Social Justice – Annapolis Immigration Justice Network, Winter Relief, Annapolis PRIDE, Missions Monday and Camp Allen. Joanna Tillman is an excellent chair and has recruited four new members. Christine Feldmann will be the incoming chair of the Grants Committee following Casey Pingle with Izzy Winn. The Lighthouse Bistro has been very successful. St. Margaret's parishioners are engaged and involved in a number of ministries. People are looking for experiences that will transform their lives as well as the lives of others. Communication is the key to promote these different ministries. Monday night videos, "Dragontails, and Fellowship Hall presentations were suggested. A personal invitation is significant.

5. Warden's Reports

A. Junior Warden – Steve Brennan

Vestry approval is necessary to move forward with the new handicapped accessible ramp and for striping new handicapped spaces in front of the Formation Building/Parish Hall and next to the Church. There was a **motion to accept the bid from GMC Contractors of \$4,700 to be paid out of the 2019 Capital Improvement and Maintenance Budget as part of money allocated from the Endowment. Motion passed – unanimous.**

The security glass for the exterior door for the sanctuary has arrived. The glass cost under \$300 and the wood trim approximately \$30. There are several power washing and painting projects in the works.

Elizabeth Radley is the project manager for the Rental House. The vestry previously approved repairs to return the property to a liveable condition. It also needs a new HVAC system. **There was a motion to increase the already approved allowance for repairs from \$30K to \$35K coming from the Endowment. Motion passed – unanimous.** The improvements are necessary for sale or rental and all information was not originally available. The renovations are anticipated by the end of July. The vestry has not yet voted on the sale of the property – but has been asked to begin considerations. The sale would need to meet the approval of the Diocesan Standing Committee.

Elizabeth also explained renovation for an additional office space in the Admin Building for the music director Jim Douglas. It would cost approximately \$5K to provide wiring and walls in the conference room. The work could be performed by G&L, the same contractor doing the work on the rental property. This new office would enable the staff to be in close proximity. Currently, there is a feeling of “isolation”. The current office space could be used to expand the music library. The Wednesday morning Eucharist would move to the Fellowship Hall or the lobby of the Formation Building. The Prayer Shawl Ministry and Seekers could move to the All Saints Lounge. It was mentioned that the wall behind the rector’s office window could be considered for removal at the same time as the interior renovation. The All Saints Lounge is an underutilized space that already has handicap access from outside and bathroom facilities. There is no money in the budget. The money would need to come from the Endowment. Summer would be a good time – both because of staffing concerns as well as having the contractor available on campus with the rental property. Elizabeth will get an estimate from the contractor.

B. Senior Warden – Paul O’Donnell

At Peter’s+ request, Paul is assembling a group of parishioners (Doug Seybert, Clare Marino, Corey Greene, Teresa Todd, Fran Becker, Jim Douglas, and Maggy Culman) to move forward with the recommendations made by the Long Range Planning Commission in 2017 beginning with changes to the sanctuary. A detailed plan will help Rex preparing the capital budget. Paul would like us to be more intentional about budgeting. What happens to the \$12K that has historically been donated to the Lighthouse each year? George Tolley is currently the treasurer for Lighthouse. A lot of people come to the church to

engage in missions as they transform the lives of all involved. There may be changes to budgeting for these missions. We need to communicate better about our missions.

We are about \$100K in arrears for pledges for the Formation Building. Letters were sent to 12-13 delinquent donors. Sunday is becoming less of a “big day”. We need communication beyond Sundays to reach and connect with new people. There are newcomer meetings scheduled on September 30 and October 7.

The Vestry is short one member for July through January. There is no youth vestry member as a conflict existed with a potential candidate and the parent already serving. Does anyone have a suggestion for someone to fill the temporary term and possibly move on to next year?

6. Adjourn

The meeting was adjourned with the singing of the doxology at 8:40 pm

Next Meeting

Tuesday, June 18, 2019: Regular Vestry Meeting – 7pm Classroom E, Parish Life/Tech Report

Upcoming Dates:

June 2 – Parish Picnic and Bluegrass Mass

June 6 –Day School graduation

June 24-28-- Vacation Bible School

June 29 – Annapolis PRIDE Parade

August 5-9 –Camp Allen

Respectfully,

Kathy Polk, Interim Clerk