



## St Margaret's Episcopal Church Vestry

Subject: Minutes 18 December 2018 DRAFT

Attending: Peter Mayer (Rector), Patti Sachs (Assistant Rector), Paul O'Donnell (Senior Warden), Steve Brennen (Junior Warden), Charlie Lang (Treasurer), Jim Barnett (Clerk), Fran Becker, Maggy Cullman, Gwen Davis, Sarah Westcott, Phil Graham, Tim Parker, Rex Pingle, Ruth Harmon

Absent: Al Todd, Christine Feldman, Abby Wentz

Also attending; Elizabeth Radley, Director of Operations

1. Opening prayer was given at 7pm by Gwen Davis
2. The Rector asked each member of the Vestry to "tell us what you are looking forward to over the next week or two." The responses were varied, fun, and poignant.
3. The minutes from the November meeting were approved as amended. The presence of a quorum was noted.

### 4. Submitted Reports

#### A. Rector's Report – Peter Mayer (report attached)

The first of the newly constructed Newcomers class convened this week and was very well attended. The Rector intends to follow this format for the March 2019 class.

The decision to not extend the 4 PM Christmas Eve service to the Parish Hall was made by the Rector based on attendance at the Easter Services and several internal considerations. Next year we will either return to past practice or add a service to accommodate families that may find later services inconvenient. We will get the word out so that we can reduce space allocation expectations for this service this year.

We are experiencing an increase in attendance at Sunday services. This past Sunday, 6 December, we had 245 at the 9 AM service. Yes, we ran out of programs but will ensure we increase the availability in the future. Increasing numbers are a very good thing.

**B. Treasurers Report – Charlie Lang (report attached)**

The operating checking account is sustaining above \$100K and that allows the treasurer to pay all the monthly bills without threat of overdrawing.

We have executed all expenditures for 2018 so any additional incoming donations will help raise the annual receipts and get SMC out of deficit for the year. We should be very close to making the budget for 2018. We are still below budget but paying all the bills.

The Rector indicated that staff bonuses are based on year end excess in the budget so that decision will be made in January.

We are receiving a couple of end of year “gifts” without restrictions. They are being handled in accordance with existing policy.

The Rector has indicated that the Vestry may need to vote on joining the Anne Arundel Connecting Together group since this is a budget issue requiring Vestry approval. He deferred any decision on this joining, pending additional research by himself, staff, and Rex Pingle.

**C. Budget Committee report – Tim Parker and Rex Pingle (attached)**

The budget projections continue to run below anticipated needs for 2019. We can meet our obligations from where we are today, but we will have to reduce some expenditures if we do not receive additional donations. Our goal remains \$910K but we are not there yet. If we do not get there, the Vestry will have to make some tough decisions for reductions.

Given the uncertainty of the budget projections for 2019, Tim asked that we defer any vote for approval until we get to the end of the year and see if there are additional pledges that come in or opportunities to reach the target. While there was general agreement that we need to wait, there was equal acknowledgement for urgency in getting the budget approved. The Rector wants the Vestry to get in the habit of passing a budget before the first of the year but understands the nature of this specific budget year. We will hope to be able to present a budget the second week in January for approval.

It was noted that Buildings and Grounds has run over budget for 2018 but, hopefully, this is an anomaly based on several factors that should balance out into the future.

There was a brief discussion regarding the Grants process and the actual transformational impacts this has on our parishioners. This will need further discernment.

Tim came to the meeting with a potential idea to close the Construction loan balance. It was decided to table this decision until later in 2019 since there was no real urgency at present. Initiative deferred. The Treasurer indicated that he would meet with the Rector to discuss the current status of the ongoing Capital Campaign pledging. There may be a requirement to initiate a new campaign to raise money or to look at other sources.

**D. Junior Warden's report – Steve Brennen (attached)**

Water run-off management for this year remains an issue given the current saturation levels resulting from above normal annual precipitation levels.

There is a small task force looking at the future of the rental house given the increasing maintenance costs. It was reiterated that the rental house was purchased by the Endowment as an income generating resource and therefore “belongs” to the Endowment.

There was some discussion regarding the Assistant Rector's ongoing campus security plan. The plan will be presented to the Vestry after the first of the year.

There was a discussion on “decorating” the New Formation Building specifically and the SMC buildings in general. When the building was opened, it was decided that for the near term we needed to restrict the showing of individual art. It may be time for this to be reviewed. We need a design plan and policy. It may be time for a proactive approach.

**E. Senior Warden's report – Paul O'Donnell (attached)**

There are many issues that are brought up in various forums, to include Vestry meetings, that are never moved forward.

We need to consider long range planning more proactively. The Babbitt property adjacent to SMC may be an opportunity we will miss if we have not taken some proactive steps for consideration.

There is a real need for a long-term planning process and a submitted report for consideration by the Vestry to codify potentials and actions required. Sanctuary seating and a new organ were discussed along this line.

The need for additional parking for handicapped parishioners and guests was brought up and the Rector referred this action to the Buildings and Grounds Committee. The committee chair was present.

**E. For the good of the order**

Peter wanted to commend staff for a job well done. The staff has continued to overperform and has really excelled over the past several months. Good things are happening, and it is a direct result of their sustaining efforts. Peter named each staff member.

Patti wanted to express her gratitude for Peter bringing her to SMC and all the support she has received in settling in here. She “can't find words to express my pleasure with this place and you.” She specifically called out Elizabeth and Laura for helping her into our routine and introducing her to everyone and showing her where all the pieces fit. She also called out Gwen as her “great ally.” She expressed that she is honored to serve under the leadership of Peter and to have him as her mentor.

Thank you!

The Vestry expressed, through applause, their appreciation with having Patti aboard.

The selection and election of the next Vestry candidates was addressed. The Rector has taken the lead this year and has a sizeable list of candidates for consideration. He expects to have a slate for consideration the second week in January 2019.

**5. Adjourn:** The meeting was adjourned with the singing of the Doxology.

The next regular meeting will be Tuesday January 15, 2019 in the Formation Building classroom E.

Faithfully,

Jim Barnett

SMC Clerk

					
Rector's Report December 2018.doc	DECEMBER SENIOR WARDEN REPORT.doc	181218 Treasurer Report.docx	Asst.docx	SMC Junior Warden Report 12 18 2018.p	December 2018 SMC Financial Repo