



## St Margaret's Episcopal Church Vestry

Subject: Minutes for 17 May 2022 DRAFT 2

Attending ("Z" connotes on Zoom): Peter Mayer+ (Rector), Patti Sachs+ (Associate Rector)Z, Kristen Berthelotte (Senior Warden), Paul Shurke (Junior Warden), Elizabeth Radley (Director of Operations)Z, David AllenZ, Austin Canuel, Matt Chasse, Marti EngstromZ, Alden Gross, Janice John, Kathy Lang, Chris Prender, Susan RobertsZ, Dan Tootle, and Jim Barnett (Clerk).

Not Attending: Katherine Wiernicki (Treasurer), Elizabeth Kopack, Ernie Tucker.

This meeting was conducted in hybrid in Zoom and in person.

A Quorum was noted per the SMC Bylaws.

- 1. Opening prayer was given at 7:00 pm by Alden Gross.**
- 2. The meeting was called to order by the Rector. The April 2022 Vestry minutes were approved.**
- 4. Submitted reports:**

### **A. The Treasurer's report (posted).**

Despite the volatility in the markets, the Treasurer's Report reflect "Extreme Happiness" SMC is \$14k to the good for the month against a budget projection of \$30K to the deficit. July and August may not see this kind of positive trend, the summer is traditionally when pledges and donations drop a bit.

### **B. The Rector's Report (posted).**

The Rector provided a form for "proforma" Vestry signature to nominate a Postulant for Ordination to Holy Order to begin her studies in the fall of 2022. There was a recommendation to provide \$600 to support her efforts but there were several questions regarding the total allocation required for such support. There was no firm resolution in this regard. While Seminary is basically free, incidental costs will arise and if that is the case, the candidate can come to SMC for support. There was no assurance as to the source of the requisite funding and the absence of the Treasurer inhibited a full review of sources. The Rector wanted to remind the Vestry that

having a Seminarian from our Parish should be a point of pride and something we encourage. There was some discussion of developing a budget line for this support, in the annual budget but this is not a long-term commitment, and the requirements remain nebulous. It might be a good idea to set up a small group from SMC to monitor a small amount of money for her support. The Vestry was committed to the support and just asked that she requests support as needed. There was some question as to the length of her Seminary work, but she will start this fall and will be serving at All Hallows, Davidsonville. She will be with SMC through August. There did not seem to be any "red flags" and the Rector will talk with the Treasurer regarding funding sources.

We have experienced difficulty in having volunteers sign up to support coffee hour during the summer, this difficulty seems to be persisting into this summer. In years past we have set up lemonade outside the Parish Hall and that seems to have been satisfactory. We will be having two services on Sundays, 0730 and 10:00 so it is probably best to set up after the 10. Emily is trying to get families to set up snacks in the playground so maybe we should combine the efforts and set up the lemonade by the playground. If folks want to hang around after the 10:00 for fellowship, we will have an accommodation. Potentially, the Vestry person who has signed up to greet for that service can also set up and clear the lemonade. If we find that there is not sufficient interest, we can just not do it for the rest of the summer.

There remained the question of Vestry Greeters for the summer services. The requirement is for a single greeter for each service 12 June-4 September. A Sign-Up Genius registry would be helpful, and the Senior Warden agreed to set this up. There will be notification to the Parish of this Vestry initiative.

### **C. Missions Report (posted).**

Marti Engstrom presented the report via Zoom and there were no questions. She wanted to ensure the Vestry was aware of the events calendar in the report; specifically, the Pride Parade for which there is a Sign-Up genius to ensure we are properly accounted. Marti also wanted to ensure that the Vestry was aware of the Citizenship classes we are supporting and the successes that have been witnessed even through the Pandemic. The program needs volunteers.

We need to promote our efforts better to encourage more folks to engage. The Organ Weekend might be an opportunity to promote SMC to the community if we get the word out. We will advertise such events a month out in Dragon Tales and then post them in the weekly bulletin. We are working on the web site calendar and will meet with a consultant to focus our message on Facebook. The Rector asked Vestry members to visit the web site and make recommendations to staff on things that are not correct or current.

### **D. Senior Warden's Report (posted).**

Thanked everyone for their support for Good Seed Sunday. We hope to do it annually.

Adopt A Garden will continue to work the beds the 4<sup>th</sup> Saturday of every month and it is hoped that Vestry will continue to join in. Beds now have signage that show the names of the people who are responsible for each bed.

The lattice work should be in place over the speakers for the organ very soon.

Jim Douglas is opting out of Contemporary Music Programs and feels that the Vestry needs to consider a budget line to sustain the great work that Al Todd has done in this regard. It is unlikely that we will have a volunteer like Al to continue this work and it is very popular. If Al were to no longer be available, we need to consider who will pick it up and what that might entail for cost. It may be that a current member of the Third Sunday Band will be available but again, that may come at a cost. For the near term, Al will move into the "Director of Contemporary Music" position or whatever title best fits the position and staffing. We need to be thinking about how this position will sustain if/when Al departs.

#### **E. Junior Warden's Report (posted).**

He echoed the Senior Warden's words on Good Seed Sunday. Thanks to all.

Gathering bids for the roof replacement continues. We are looking at this before we start investigating solar panels on those roofs and in the adjacent grounds.

#### **F. For the Good of the Order**

SMC has been supporting the Dageno Girls of Tanzania since 2014. The Executive Director of that institution has reached out to SMC for official support as they pursue USAID grant support in the very near term. They were short listed, but the paperwork was not in order, so they did not get funding. They have asked that SMC "underwrite" their platform so they can best apply in the future. These grants can be as high as \$350,000 and would really benefit the school. They are specifically asking that they be permitted to use the SMC EIN (Employee Identification Number) specifically allocated by the IRS to SMC as a not-for-profit 301C entity. If approved, the funds from USAID, if awarded, would pass through SMC to the school. They are hoping to get permission for this by June 5<sup>th</sup>. There was some discussion regarding the status of the school. Evidently, years ago it was a "not-for-profit", but this changed in the near term. This may simply be an accommodation for Tanzanian law but evidently, the Director has never been a "nonprofit" for US purposes. The way to issue was presented, the funds would flow from USAID to SMC under SMC EIN and then SMC would pass the funds on to the school. We become the grant's administrator for the Tanzanian entity. It was noted that SMC has never been a grants administrator, and this could be a big undertaking. The proposer, Janice John, indicated that this would not be a heavy lift for the SMC Staff, she would do the work to transfer the funds. There is an USAID office in Tanzania's capital that can monitor the expenditure. We need to be clear on the liability SMC assumes with both the IRS and USAID. We cannot get this done by 5 June. We do not want to close the door on this proposal, but we need to do some due diligence to understand our oversight responsibility with respect to this issue. We may want to look at this as an opportunity for the future. The Senior Warden indicated she has a friend who works at USAID, and she will make some inquiries with her. We have had some issues with passing grants funding to this school. While this is not something we normally do, if we can help someone out we should consider it more fully.

The Rector will be on sabbatical for June and July.

Kudos to Beth Kopack and the TRRTF for the Coffee Chat. It was the best attended so far. We will resume the Coffee Chats after the summer.

The meeting was adjourned at 8:19 PM