

St Alban's Episcopal Parish  
VESTRY MINUTES - 7:00 p.m. Nov. 13, 2018

**Attending:** Jenny Buchanan, Howard Doak, Frieda Malcolm, Virginia Jeffrey, Brian Raygor, Chris Sabas, and Arlene White, Troy Channell, and Maarten Pereboom

**Absent:** Kim O'Grady

**I. Call to Order and Approval of the Agenda:** The meeting was called to order at 7:08 pm. There was one addition to the agenda under New Business; Virginia motioned, Brian seconded, and the change was unanimously approved.

**II. Review of Listening Guidelines, Devotions:** The Vestry read the Review of Listening Guidelines. For devotions, Brian shared a reading from Matthew 6:25. The group read and discussed.

**III. Minutes of March 2018:** Arlene motioned, and Maarten seconded, and the February minutes were unanimously approved as submitted.

**IV. Financial Report:** The Finance Committee met last night. The minutes from this meeting are available online.

**V. Old Business: A) Budget 2019:** Troy reported that there is currently a \$50,000 difference between pledges and the 2019 budget. Frieda noted that we lost several pledgees this past year from relocation, etc. Income is down, but it usually is this time of year. Troy has approximately 16 pledge units who have not responded to date. He will split the list up and email contact information to Vestry members who will call to remind/inquire as to their intent to pledge this year. Frieda noted that the plate offering proposal was high. It appears to be realistic. Frieda noted that our expenses are higher. Property repair/maintenance is high (recent roof and boiler repairs). Howard is to investigate why the gas bill is so high. He will answer questions from the congregation at the Annual Meeting regarding building maintenance. Lawn care costs are high. Should we consider going to bi-weekly vs. weekly mowing, which is what we are doing now? That would be a significant savings. Frieda noted that Clergy Health Insurance costs should decrease when she goes on Medicare in Jan 2019. Clergy compensation will be discussed at a later meeting. Frieda extended a "thank you" to Vestry members for submitting their individual budgets on time.

**B) Nominating Committee Update:** Arlene reported that the final nominees are Kim O'Grady, Vic Evans, Rebecca Jones-Hochmuth, and Arlene White. The Alternative Delegates to Annual Convention are Megan Pomeroy and Dee Rinehart. Troy tendered his resignation effective December 31. The Vestry is to appoint a replacement for his

unused term. The annual meeting is November 18 @ 9:00 am. Alisha will be the announcer at the meeting and Brian will count ballots. The ballots are printed.

**C.) Action Plan Updates:** Goal #1-Kim is one of several administrators of our Facebook page. There has been an increase in postings. Goal #2-Brian and Howard are working on the labyrinth repairs. Dead trees are to be removed, invasive species removed, and a path is to be installed. Brian is waiting for a proposed bid to install the path. Goal #3-Cris is mentoring. Getting bi-monthly reports from committees.

**D) Vestibule:** Vestry members are still thinking of improvements. A discussion was held regarding removing one coat rack and replacing lighting. There has been a lot of positive feedback regarding the new portical. Everyone loves it!

**VI. New Business: A) Resolutions for Annual Meeting:** Feida distributed copies of HB025 and A018 resolutions from General Convention. The following motion was moved by Maarten, second by Chris, and passed unanimously by the Vestry: **Motion: To Propose the adaptation of HB025-Water as a Human Right and A018-Episcopalians Participating in Paris Climate Agreement resolution to the congregation for adaptation at the annual meeting.** **B) Endowment Fund Appointment:** Brian motioned, Maarten seconded, and the Vestry unanimously approved appointment of Greg Glass to fill this position upon the expiration of Asbury Parks' term. **C) December Meeting:** The December meeting/dinner will be held on 12/18 at Maarten's home at 6:00 pm (upon final approval by Ruth). Arlene will forward a sign up sheet for this covered dish affair. **D) Endowment Fund Committee:** Postponed

**VI. Reports A) Christian Formation:** Chris reported that adult formation has begun. She has been conducting Weds evening discussions on gun violence. Starting 11/28 the group discussion will shift to Advent themes. Diane Mitchell's Living in Divine Presence will conclude on 11/21. Frieda's Advent Intro for Families will meet again on Nov 25 from 5-6:30. Catechesis did not resume in September but plans are being developed for it to resume. Chris has had several meetings with parents. Additionally, Frieda has spoken with a qualified instructor who may be relocating to this area in June. Virginia has been asked to include an explanation of the significance of the advent calander to the Bulletin. **B) Property:** Frieda noted that the heat was not working properly this past Sunday. Howard said we recently had the HVAC inspected and the leak repaired. Cost: \$698.00. He will find out if there is a connection. **C) Sr. Warden:** Arlene thanked everyone for the timely reports for the annual meeting. Vestry members were reminded to choose their preferred spheres of interest by Jan 2-3.. **D) Rector Report:** Frieda reported on current health issues with parishioners. Member Essell Thomas's memorial service will be Thursday @ 5:30 pm. She reminded Vestry members to register for Diocesan Convention (March 2-3) at the Hyatt in Cambridge if they are planning to attend. The registration link is listed in the Herald. Pat Layton and Carrie Connelly will be honored. Presiding Bishop Michael Curry will speak on Saturday. You need a ticket to attend.

Those interested in running for Board of Managers, Diocesan Standing Committee, or any other position should submit their names.

**VIII. Closing Exercise, Prayer and Adjournment – 8:39 PM**

**Duties:** Brian- labyrinth path contract, Troy-assign calls for pledges, Howard-gas bill and HVAC function, All Vestry-preference for sphere of concern and ideas for vestibule improvement.

Cindy Hartigan substitute for:  
Jeremy Cox, Vestry Secretary

Next meeting is Dec. 18