



# ST. MARK'S CHURCH

EPISCOPAL-ANGLICAN

## Minutes from the May 25, 2021, Vestry Meeting Via Zoom

### A. OPENING

Vestry Members attending were The Rev. Christopher I. Wilkins – Priest-In-Charge, Lee Mericle – Senior Warden, Rosanne Tingley – Junior Warden, Samuel Ayodele, Jose Fernandez, Lucy Fernandez, Charlene Langley, Laurie Robey, Gail Soulea, Janis Smith – Treasurer, Joyce Walker- Vestry Secretary. Additional attendee: Linda Lee – Parish Administrator.

All information for this meeting was sent to Vestry members on Friday, May 21, 2021, so that everyone could read the information prior to the meeting. All information in that mailing is attached to these minutes for the record and incorporated herein.

1. Opening Prayer:

Rev. Wilkins opened the meeting at 7:33 p.m. with prayer.

2. Acceptance of the meeting agenda:

A motion was made by Lee Mericle and seconded by Samuel Ayodele “to accept the agenda for May 25, 2021, meeting, with an amendment to the agenda by adding two items to the New Business section, such items being: 3. Discussion of Diocesan Alert email; and 4. Recruiting for a new team to film services to be uploaded to the website. The motion carried.

3. Review and approval of the minutes from the regular vestry meeting on April 27, 2021:

A motion was made by Lee Mericle and seconded by Charlene Langley “that the minutes of the April 27, 2021, Vestry meeting be approved as written.” The motion carried.

### B. REPORTS<sup>1</sup>

1. Officers' Reports

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<sup>1</sup> N.B. Please read all reports prior to the meeting. Reports will include summaries. The only discussion related to a report will be to answer any questions.

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- a. Report from the Priest-In-Charge:  
A question was raised concerning when St. Mark's might be able to call Rev. Wilkins as Rector of the church. It was noted that the vestry could, with Rev Wilkins consent, call him to be Rector after a second review in October 2021 (the first was held in 2020).
- b. Report from the Senior Warden:  
Bishop Marianne extended an invitation to Rev Wilkins and Lee and any other lay leaders to meet via Zoom with her for a congregational check in. A list of questions/discussion topics was included with the invitation and was included in Lee's report. Lee asked the vestry members to provide any input on the questions that they felt would be helpful. Christopher, Lee, Rosanne, Ray Lee and Janis will meet with the Bishop on June 2 via Zoom.
- c. Report from the Junior Warden:  
Rosanne pointed out that the counters are progressing. They now have six. Janis will be used as an alternate counter if needed. There should always be two people counting in case there is an error. Counters are now counting on Sundays, but they will continue to count on Mondays if needed.
- d. Report from the Treasurer:  
Janis Smith stated that overall St. Mark's is doing well. St. Mark's stock has done very well over the last year and a half.

There are still no prospects for the treasurer position. If anyone knows of someone who would be interested in the position, please let Janis know. It was asked if the bookkeeper could be the treasurer. Janis said that it would be up to Heather who is the bookkeeper. She felt that it may be a conflict of interest, since Heather has access to all the reports. Also, from an audit perspective it probably would not be a good idea to have the bookkeeper as the treasurer. A description of the treasurer's job was attached to the packet of information that was sent out for the Vestry meeting.

Lee Mericle made a motion that was seconded by Laura Robey "to accept the treasurers report." Motion passed.

## 2. Vestry Liaison Reports

- a. Buildings and Grounds:

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On the Thrift Shop problems, Max snaked the drain in the basement, but it keeps backing up. The electrician came to check out the plugs in the basement and recommended that a new line be added to accommodate the requirements of the humidifier.

The Fellowship Committee is taking the lead on replacing the majority of the kitchen appliances. They are waiting for someone to come out and measure the kitchen, so that they will know how the appliances will be set up. Janis noted that arrangements will be made to get the new coffee pot delivered early. Charlene asked that all members of the Fellowship Committee be included on the updates. The appliances will have locks on them so that the tenants will not have access to them if that is not included in their contract. Charlene stated that she is not the chairperson of the Fellowship Committee, but she is filling in for the chairperson, Maggie Hare, who is unavailable to serve in that capacity at this time due to family issues. Charlene will be calling a meeting of the committee in the near future.

Rev. Wilkins asked how long it would take to get the cameras set up for the front of the parish hall, so that the office staff will know who is pressing the buzzer to get into the parish hall.

- b. Christian Formation and Education  
No questions or concerns were raised.
- c. Communications:  
No questions or concerns were raised.
- d. Development:  
No questions or concerns were raised.
- e. Evangelism:  
No questions or concerns were raised.
- f. Fellowship:  
The meeting materials showed the Fellowship report as coming from Gail Soulea. It was actually from Charlene Langley.
- g. FOC:  
Bell Project is going great.
- h. Outreach:

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No questions or concerns.

i. Pastoral Care:

No questions or concerns.

j. Stewardship:

No questions or concerns.

k. Thrift Shop:

More volunteers are needed, and a minimum of eight volunteers is needed so that they can rotate duties throughout the month. Laura will check to see if any prior volunteers would be willing to come back to help in the shop. Janis is willing to come back and provide SSL hours to students. Right now, the thrift shop will still open by appointment only.

l. Worship (included in PIC Report)

**C. OLD BUSINESS**

1. Recruiting for a new Treasurer and discussion of the Position Description:

This was discussed in the treasurer's report.

**D. NEW BUSINESS**

1. Evaluation of Pentecost Sunday return to in-person worship and going forward:

Vestry felt like most people enjoyed the Sunday service. The coffee hour refreshments were set up very nicely.

The Fellowship Committee will put up a signup sheet and contact folks to get volunteers. Lee volunteered to take May 30, Laura volunteered for June 6, and Janis volunteered for June 13.

2. Planning for building rentals will start with the Communications Committee next week:

If anyone has any input or questions concerning the rental of the church or parish hall, please send an email to Lee or Linda.

3. Discussion of Diocese Alert email:

The Diocese sent an email to Rev. Wilkins concerning a person of interest who has been visiting different churches and causing problems. Rev. Wilkins, Lee Mericle, and Chuck Smith who provides legal information to the church have been collaborating to see what steps St. Mark's can take to protect themselves from the person of interest. The vestry

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discussed the next steps that they should take to be prepared if St. Mark's should happen to have an encounter with the person of interest.

4. Recruiting for a new team to film services to be uploaded to the website:

After June 20, 2021, Jim Forrest can no longer do the filming for St. Mark's services. Jim told Rev. Wilkins about different equipment that the church could purchase to record the service and hybrid meetings. We still would need a volunteer to run the equipment. Rev. Wilkins stated that he could do some of the editing. He also said that he would check with the Diocese to see if he could get any suggestions from them about what type of equipment other parishes are using to record their services. Christopher said that he will ask his nephew (who does this type of work for a living) about ways St. Mark's could record their services. Once there is some idea of what sort of equipment is needed to record services and hybrid meetings, it will be presented to the FOC and then to the Vestry.

**E. ADDITIONAL MATTERS**

1. For the Good of the Order and for Good Order

No additional issues were discussed.

**F. CLOSING PRAYER**

Motion was made by Janis and seconded by Charlene to adjourn the meeting. Rev. Wilkins ended the meeting with prayer at 9:33 p.m.

**Calendar for June and July, 2021<sup>2</sup>**

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<sup>2</sup> N.B. In-person worship has resumed! A video of each Sunday's 10:30 service will be posted to the website the Monday after. Any meeting held in person will give participants the option to join via Zoom.

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- Tuesday, June 1 – Communications Committee Meeting – 7:30 pm
- Tuesday, June 8 – Development Committee Meeting – 7:30 pm
- Sunday, June 13 – Graduating Students Acknowledgement – both services
- Tuesday, June 15 – FOC Meeting – 7:30 pm
- Sunday, June 20 – Mother's and Father's Day Celebration after 10:30 service?
- Tuesday, June 22 – Vestry Meeting – 7:30 pm
- Tuesday, June 29 – TUESDAY NIGHT OFF! 😊
- Tuesday, July 6 – Communications Committee Meeting – 7:30 pm
- Tuesday, July 13 – Development Committee Meeting – 7:30 pm
- Tuesday, July 20 – FOC Meeting – 7:30 pm
- Sunday, July 25 – St. Mark's Festival Sunday, Joint Service at 10:15 followed by Picnic?
- Tuesday, July 27 – Vestry Meeting – 7:30 pm

#### Weekly Meetings

- Sundays – in-person services at 8:00 and 10:30 am!
- Sundays at 9:00 am – Adult Ed
- Wednesdays at 7:30 pm – Simply Being: Life as Prayer

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