



# ST. MARK'S CHURCH

EPISCOPAL-ANGLICAN

## Vestry Meeting, July 27, 2021, 7:30 pm

### A. OPENING

Vestry members attending were: The Rev. Christopher I. Wilkins, Lee Mericle, Rosanne Tingley, Erwin Avila, Samuel Ayodele, Charlene Langley, Jose Fernandez, Laura Robey, Janis Smith – Treasurer, Joyce Walker – Vestry Secretary, and Linda Lee- Parish Administrator. Chuck Smith – General Counsel, was also in attendance for a portion of the meeting.

All information for this meeting was sent to the Vestry members on Friday, July 23, 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:

At 7:30 Rev. Wilkins opened the meeting with prayer.

2. Acceptance of the meeting agenda:

A motion was made by Laura Robey and seconded by Erwin Avila “to accept the agenda for the July 27, 2021, meeting with the addition of a discussion of a possible new tenant to the items under New Business.” Motion carried.

3. Review and approval of the minutes from the regular vestry meeting on June 22, 2021:

A motion was made by Lee Mericle and seconded by Janis Smith “that the minutes from the June 22, 2021, be accepted as written.” The motion carried.

### B. REPORTS

1. Officers' Reports

a. Report from the Priest-In-Charge:

No questions or concerns.

b. Report from the Senior Warden:

There was a question that was asked concerning the discrepancies that Lee had talked about in her report. Lee explained that she was referring to discrepancies concerning the rental rates for the rental of the Parish Hall and Church.

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- c. Report from the Junior Warden:  
Rosanne added a correction to her report. Under Assistant Treasurer section, the date, June 15, 2021, should be changed to July 15, 2021.
- d. Report from the Treasurer:  
Janis reported that she has found someone who is willing to volunteer as the Treasurer for St. Mark's. It will be discussed later in the meeting.  
A motion was made by Lee and seconded by Laura "to accept the treasurer's report as written." Motion carried.

## 2. Vestry Liaison Reports

- a. Buildings and Grounds:  
Linda gave an update on the exterminator who came today, July 27, 2021, and sprayed in sacristy, the altar, and throughout out the sanctuary. Linda told Carlos to tell Carmen not to clean in the sanctuary for two days so that the treatment will have time to work.
- b. Christian Formation and Education:  
Rev. Wilkins stated that there is an interest in returning to the Wednesday evening program in the fall. It would be along the lines of the Alpha program. We may be able to have an Alpha junior program available at the same time. The bishop will be coming sometime in late winter or early spring. She will have a confirmation reception and a reaffirmation program that will start in the autumn. Rev. Wilkins will get the information together and share it with the parishioners and the vestry.
- c. Communications:  
There is a need to have at least two people for livestreaming.  
  
Dedication of the bell will probably be sometime in September.  
  
Janis asked why does St. Mark's still have a temporary Facebook page? Linda will get in touch with Beth Walton to get Facebook addresses of parishioners so that they can be linked to St. Mark's Facebook page. Then she will only have one page to maintain.
- d. Development:  
No questions or concerns.

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- e. Evangelism:  
Janis stated that St. Mark's does have the blue and white sign that says the Episcopal Church welcomes you. It needs to be put out on the sidewalk of the church. Need the bracket and the pole in order to hang the sign on.
- f. Fellowship:  
No questions or concerns.
- g. FOC:  
There was a change to the FOC report regarding the down payment in number 7. The amount was \$23, 000 instead of \$2,300.  
  
Bell Project is almost complete. It still needs the plaque.
- h. Outreach:  
No questions or concerns.
- i. Pastoral Care:  
No questions or concerns.
- j. Stewardship:  
Samuel stated that he has reached out to one of the families of St. Mark's to let them know that worship is now being held in the building. He will also send Rev. Wilkins some numbers of parishioners who would like to hear from him.
- k. Thrift Shop:  
Laurie wants to set up a zoom meeting for the people who are interested in working in the Thrift Shop to find out how to move ahead in opening the Thrift Shop. Laurie would like to get some racks to hang up some of the newer items that the shop has received from donations. There is no room to put anything else in the shop. These racks would be in the basement of the Thrift Shop and would only be used as overflow.  
Janis made a motion that was seconded by Rosanne for the vestry to approve \$500 for clothing racks for the Thrift Shop. Motion carried.
- l. Worship (included in PIC Report):  
No questions or concerns.

## C. OLD BUSINESS

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

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Lee made a motion that was seconded by Janis that the vestry approve Wendy Steward as the treasurer effective immediately. Motion carried.

Janis will call and let Kathleen (Diocese) know about the change so that Wendy will be covered by St. Mark's insurance.

#### **D. NEW BUSINESS**

1. Beresford Coker resignation; search for replacement:

Lee has been in touch with xxx xxxxxx to see if he would be interested in taking the Organist/Choir Director position. He would not be able to start until September. Rev. Wilkins would like to change the Organist/Choir Director position back to 15 hours a week, instead of the 10 hours that it is now. Hopefully the grant would be able to offset the cost.

Janis suggested that vestry look at the job description of the Organist/Choir Director to see what needs to be changed to meet the needs of St. Mark's.

Egerton Peters-John will be supply Organist through the month of August.

2. Backpacks?

Lee Mericle made a motion that was seconded by Charlene Langley for "St. Mark's to donate \$650 to MCPS (Galway Elementary) for their backpack program. In addition, we should request donations from the congregation which would be used to offset this cost." Motion carried.

3. Nominating Committee for 2022 Annual Meeting:

St. Mark's needs to start recruiting for the positions of the vestry members whose terms will be expiring in January 2022. There will be 3 open positions. The members of the nominating committee are, as specified in the Bylaws, the outgoing vestry members.

4. Possible new tenants:

St. Mark's has two members who belong to another church also. Their other church is interested in renting out space at St. Mark's on Sunday evenings. The fee structure of St. Mark's needs to be worked out, and changes need to be made to the church rental procedures before considering any tenant rentals.

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A motion was made by Lee and seconded by Charlene "to allow the FOC to design a price structure for prospective tenant rentals, and once this is done the FOC can move forward with completing the lease agreement with the tenants, Lee Mericle and Rev. Wilkins will sign the lease agreement." Motion carried.

**E. ADDITIONAL MATTERS**

1. For the Good of the Order and for Good Order:  
Rev. Wilkins will be on vacation – August 16-30<sup>th</sup>.

**F. CLOSING PRAYER:**

Meeting ended at 9:13 p.m. with prayer.

**Calendar for August and September, 2021**

- Tuesday, August 3 – Communications Committee Meeting – 7:30 pm
- Tuesday, August 17 – FOC Meeting – 7:30 pm
- Tuesday, August 24 – Vestry Meeting – 7:30 pm
- Tuesday, September 7 – Communications Committee Meeting – 7:30 pm
- Tuesday, September 21 – FOC Meeting – 7:30 pm
- Tuesday, September 28 – 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

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