



# ST. MARK'S CHURCH

EPISCOPAL-ANGLICAN

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## Vestry Meeting Minutes, April 27, 2022, 7:30 p.m.

### A. OPENING

Vestry members attending were Rev. Christopher Wilkins, Lee Mericle, Rosanne Tingley, Juliana Anyanwu, Jose Fernandez, Lucy Fernandez, Peter Gale, Pamela Gibson, Beth Walton, Janis Smith - Parish Administrator, and Joyce Walker – Vestry Secretary.

All information for this meeting was sent to the Vestry members on Friday, April 22, 2022, so that everyone could read the information prior to the meeting. All the information in that mailing is attached to these minutes for the record and incorporated herein.

1. Opening Prayer:

The meeting was opened in prayer at 7:32 p.m. with prayer by Rev. Wilkins.

2. Acceptance of the meeting agenda:

A motion was made by Beth Walton seconded by Pamela Gibson “to accept the meeting agenda.” The motion carried.

3. Review and approval of the minutes from the March 22, 2022, vestry meeting:

A motion was made by Lee Mericle seconded by Peter Gale “to accept the minutes with the change in the year from 2021 to 2022.” The motion carried.

### B. REPORTS

1. Officers' Reports

a. Report from the Rector:

Rev. Wilkins shared updated information on the Tending our Soil initiative, and Christian Education Formation.

b. Report from the Senior Warden:

No questions or concerns.

c. Report from the Junior Warden:

Rosanne discussed having a meeting with all the heads of each meeting. This will be held in June. Rev. Wilkins asked that the chairperson of the communications

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committee send out an email to all the heads of each committee to let them know about the upcoming meeting.

There was some discussion about pledge rollover that was in Rosanne's report. It was suggested that Stewardship consider making it as easy as possible for people to pledge, so if it is easy for parishioners to rollover their pledges, then allow them to do that.

d. Report from the Treasurer:

A motion was made by Lee Mericle seconded by Peter Gale "to accept the treasurer's report as written with the suggestion to add the account numbers to future reports, and to also thank Rosanne for taking on the role of acting treasure." The motion carried.

Ray Lee was happy to report that the budget projection suggested that St. Mark's would be more in the negative at this time of year than it is. The budget is ahead in income because revenue and plate income that has been received.

2. Vestry Liaison Reports

a. Buildings and Grounds:

There was a typo on page 18 concerning the amount that VAS is now paying.

Rev. Wilkins suggested that the chandeliers stay off until an electrician can be found to inspect them to make sure that it is safe to use them.

Janis is going to set up a meeting with Rev. Wilkins a representative from the EOTC tenant to talk about the fire that was started near the tree.

The Montgomery County Fire Marshall will come on Wednesday, April 28, 2022 for a routine fire inspection.

A mold remediation company will be coming out to look at the places where there is mold due to the roof leaking. The first step they will be doing is testing the mold, and then they will give St. Mark's a report. Once all of the necessary steps are taken then a contractor will have to be hired to rebuild walls, doors, and whatever else needs to be rebuilt.

b. Christian Formation and Education:

Rev. Wilkins had a conversation with a family whose school age child is interested in the Baptism process.

Rev. Wilkins continues to address the needs of parishioners to implement programs that will fulfill the needs of the church.

c. Communications:

It was suggested that it may be a good idea if St. Mark's would have a list of wedding /funeral coordinators, counselors just in case we get to the point where we would

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need them. So, if the renter would need these services, they could hire someone from the list and pay them for their services, and the responsibility would not be on St. Mark's.

Once the new website is fully functional Janis will include information concerning heads of committees so that people who are interested in joining a committee will know who to contact.

d. Development:

No questions or concerns.

e. Evangelism:

No questions or concerns.

f. Fellowship:

No questions or concerns.

g. FOC:

Riderwood now has a musician.

h. Outreach:

No questions or concerns

i. Pastoral Care:

No questions or concerns.

j. Stewardship:

No questions or concerns.

k. Thrift Shop:

No questions or concerns.

l. Worship:

Vestry secretary needs to change the note concerning the worship committee information that goes into the vestry packet, so that it will state that the information is included in the "Rector's" report. Rev. Wilkins is no longer Priest-in-Charge.

### C. OLD BUSINESS

1. Vestry Focus Retreat – Turf Valley, Saturday, May 14:

The Retreat will be from 10:00 a.m. to 3:00 p.m. There will be a continental breakfast served from 9:00 to 10:00 a.m. Everyone will be able to select their lunch when they get

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there. Rosanne Tingley sent out menus to the vestry members. Rev. Wilkins will try to put together an outline of information that will be discussed during the retreat.

2. Vestry Liaison Updates – still need liaisons for Christian Formation and Education and the Thrift Shop:

If anyone is interested in serving on either of these committees, please contact Rev. Wilkins or Lee Mericle.

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

1. Website migration update:

The new site has been built. Lee Mericle, Beth Walton, and Janis Smith have access. More than one person should access to the backup. Once the website is fully functional St. Mark's will be able to provide more information to the public. Information will be sent out to the parishioners then to let them know about their bookmarks.

2. Additional staff cell phone:

A phone will be provided for the Parish Administrator so that tenants, renters, vendors may be able to contact her directly. The phone that will be purchased for Janis will come from office supplies budget. Janis will sign up for service from Mint Mobile for six months to see if it provides acceptable service. The payment for the monthly phone service will show up as a variance each month because this was not budgeted for in the 2022 budget. It was suggested that the monthly payment for this phone be put on the wish list.

3. Tending our Soil Status:

The application is due to the diocese by May 15, 2022 with the \$300 fee. Lee Mericle and Legal Counsel will read over the application before it is submitted to the diocese. Those interested in serving on the project are Rev. Wilkins, Beth Walton, Pamela Gibson, Erwin Avila, and Alta Cannaday. There are also three other Parishioners who are considering participating. If there is any information that needs to be shared with the vestry someone from the project will submit it at a vestry meeting.

#### **E. ADDITIONAL MATTERS**

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

- a. There was some discussion about certain events that were scheduled at St. Mark's. The Fellowship Committee need to have a meeting to discuss how comfortable they are in going forward with providing meals at certain functions.

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The Family Fun night for May 29, 2022, is cancelled because it is a holiday weekend.

Rosanne Tingley talked about how to get the word out to parishioners when planning spontaneous events.

- b. Vincent Tran who is a Life Scout from Troop #1444 will be constructing four picnic tables for St. Mark's, Saturday, May 7, 2022 as part of his project.

**F. CLOSING PRAYER:**

A motion was made by Beth Walton seconded by Pamela Gibson "to adjourn the meeting." The motion carried. Rev. Wilkins closed the meeting at 9:30 p.m. with prayer.