

ST. ALBAN'S PARISH, WASHINGTON. D.C.
VESTRY MINUTES – 15 September 2009

Attendees: Clergy and Staff: Scott Benhase, Tim Boggs, Ron Hicks, Douglas Dykstra; **Sr. Warden:** Kate Bouve; **Vestry:**, Andrea Farr, Chuck Holmes, Keith Jones, Danette Gentile Kauffman, Jennifer Martin, Eric Melby, Richard Parkins, Ann Ramsey-Moor, Eve Zartman-Ball; **Youth Member:** Oliver Eid; **Diocesan Delegate:** Paul Brewster, Bill Hall; **WSA:** Joanne Brainard; **Guests:** (should this be Parishioners or Observers?) Henry Farrington, Cay Hartley, Sam Lewis; **Secretary:** Jim Tate.

Opening Prayer by the Rector

Announcements and Minutes:

- Danette Gentile Kauffman moved, and Richard Parkins seconded the approval of the July 21, 2009, Vestry minutes. The motion passed by voice vote.
- Keith Jones moved, and Ann Ramsey-Moor seconded the approval of the August 18, 2009, Vestry minutes. The August 18 minutes were tabled subject to correction.

Treasurer's Report: Douglas Dykstra distributed a financial summary of operating activity for the first eight months of 2009 (January 1st – August 31st, 2009 - attached) and provided summary comments:

- Actual income of \$898,852 for the year-to-date exceeds the 2009 budgeted amount by \$23,648 or 3%
- Expenditures of \$989,275 for the year to date exceed the 2009 budgeted amount by \$15,972.
- August income of \$143,000 exceeds the August budgeted amount by \$55,450 due to deposit of 10% of a bequest totaling \$538,000 from the Mary Ford estate. The 90% remainder of the bequest was placed in the endowment fund.
- August expenses of \$122,256 exceeded the August budgeted amount by \$1,817. This is due to HVAC costs. Ron Hicks and the Property Committee will conduct a survey to identify and develop ways to contain HVAC costs.

Sr. Warden's Report:

- The Senior Warden congratulated Rector Scott Benhase on his election to the role of Bishop of Georgia. She stated that this happy occasion for Scott will require much planning and coordination to enable St. Alban's to select a new Rector.
- The next Parish Planning Workshop is scheduled for Friday, October 23, 2009(7:00 p.m. – 9:30 p.m.) and Saturday, October 24th (9:00 a.m. – 3:00 p.m.). The parish will proceed with this workshop as planned.
- The mutual ministry review distributed at the last meeting should be completed by all members of the Vestry and returned to the Senior Warden.
- **Junior Warden's Report:** The Junior Warden was absent and there was no report.

The Associate to the Rector reported on several finance related topics.

- Finance Committee met today and considered future investments for the endowment fund. The current balance is \$1.23 million with the addition of the \$484,000 from the Mary Ford estate. The endowment balance could grow to as much as \$1.8 million by the end of the year.
- The Reserve Fund currently stands at approximately \$900,000. If it falls below \$600,000, any future undesignated bequests would be used to increase the balance to \$600,000.
- Eve Zartman-Ball asked the Finance Committee to develop a plan for a short-term and long-term Reserve Fund.
- At the October 2009 Vestry Meeting, the Finance Committee will provide a view about their investment strategy, including material to consider about investment vehicles.

Rector's Report:

- Children's Ministry budget may result in a \$2,000 overage due to training for lay leaders.
- The 5:30 Eucharist went well. It is not Rite I or Rite II. It slightly modifies the order of the service. We offer four distinct forms of worship on Sundays.
- The Welcome Center cabinets are nearly completed. The marble tops are available but have not yet been installed.
- The solar panels are in customs. They should be delivered by the end of the week. During installation there will be extra pressure on parking as the spaces reserved for clergy will be taken over by the installers.
- The Spanish language Eucharist begins October 4 at 5 pm in the sanctuary. Richard Parkins is our representative. There will be regular check-ins on the service as well as a disciplined check-in summer 2010.. St. Alban's will contribute the wine, vestments, and chalice. There will be no other costs to St. Alban's the attendees are encouraged to become members of St. Alban's, and the service is expected to pay for itself.

Old Business

- Construction of the handicapped ramp is expected to begin in October 2009.
- The Nourse Hall kitchen remodeling is waiting for cabinets to arrive.

WSA Board

- Joanne Brainard reported that the WSA Board could not support opening the Opportunity Shop on Sundays.

New Business

- The Rector asked if the Vestry wanted to go into executive session on the subject of choosing a new rector. Keith Jones moved that the Vestry not go into

executive session at this month's meeting. Richard Parkins seconded the motion and it was passed on voice vote.

- The Rector reported that he and the Senior and Junior Wardens met with Bishop Chane on September 14, 2009. The Bishop offered at least three legitimate options for selection of a new Rector which the Bishop has pre-approved and which will be detailed later and discussed and decided at the October or November Vestry meeting. The Bishop is somewhat open based on "special circumstances."
- Sam Lewis asked if these options were the ones detailed on the Diocesan website. Scott Benhase replied yes, subject to the Bishop's modifications due to the Rector's short tenure and changes in the Parish Profile and planning.
- Discussion followed, including:
 - Many Parishioners are concerned about another large change, and are asking for transparency, good communication, and engagement by the Vestry. (Eve Zartman-Ball)
 - We should avoid the difficulty of the last change. We are at a different place than we were during the last selection. He doesn't think the planning meetings have a direct bearing on who is Rector. We should emphasize continuity. (Keith Jones)
 - We should eliminate redundancy and streamline the process wherever possible. (Ann Ramsey-Moor)
 - The Rector suggested there is no need for a Parish-wide referendum of vote, but rather a structured vote.
 - We need to pay attention to streamlining the process while insuring transparency. Some members reported they were not heard last time. (Bill Edgar)
 - The Rector suggested that the Vestry be sure to distinguish between listening and agreeing.
 - If we wait until October to receive the options from the Bishop, it could cause delay in the final selection. (Keith Jones)
 - The Senior Warden observed that Frank Wade announced his retirement in January but that the Vestry didn't begin selection of a new Rector until Easter. In this case the Vestry can't do anything substantial until Scott leaves in January 2010.
 - The Rector commented that was why the Bishop said he would be flexible.
 - We will need time to work through this. The existing Parish Profile should be examined for possible changes. (Paul Brewster)
 - In the past the transparency was absent. For example, the search committee was announced to the Parish without substantial input. The big issues then were financial. They are not as prominent now. We have a great team on the clergy now and don't want to break it up when the Rector changes. We should be very deliberate. (Cay Hartley)
 - There will be unavoidable *angst* along with opportunities. This is an exciting time for Scott Benhase and the Vestry. (Bill Edgar)
 - We should emphasize transparency. In Frank's letter of resignation we were told who was on the search committee. When Scott came he had a burden

to dispel myths such as “every member of the Clergy must submit their resignation.” (Danette Gentile Kauffman)

- I was on the Vestry just before the search committee was appointed last time. In this case we can expect some new Vestry and new Wardens before this issue is resolved. The timeline is likely to be either too long or too short. For example, if “no search” is an option, the Parish Profile must be altered to reflect the new state of the Parish. I think Bill is right. There is opportunity here. Most parishioners seem to be thinking “Here we go again.” We really need transparency. (Sam Lewis)
- At this time the staff is not eager to change the team. (Tim Boggs)
- Could we go through this with experienced people and possibly a facilitator to prevent Parishioners from feeling distanced from the Vestry and the search committee? (Paul Brewster)
- There was a change of Vestry in middle of the process last time. The old Vestry couldn’t vote on the final product, and the new Vestry had the entire responsibility. Jim and I, along with Scott, will prepare for meeting again with the Bishop to clarify how he might change the options before us. This issue will be of utmost importance at the next Vestry meeting. (Kate Bouve)
- What will you discuss with the Bishop? (Eve Zartman-Ball)
- Transparency, inclusiveness, and our choices under the Bishop’s guidelines. (Kate Bouve)

Compline was led by Keith Jones.

James Tate, Jr., Secretary