

## **ALL SAINTS' VESTRY MINUTES**

Location: All Saints' Episcopal Church, Frederick MD via Zoom

Date: June 28, 2022  
7:10 P.M.

Chair: Jill Browning, Senior Warden  
Ken Howard, Priest in Charge

**Present:** Jill Browning, Scarlett Gibb, Dan Huebner, Michael King, Lorraine Kituri, Sharon O'Rear, Hilary Pettigrew, Rachel Querry, Angie Richards, Roseann Russo, Toni Serini, Mark Walker, Waymon Wright, Jay Boggs (Cornerstone Financial)

**Absent/Excused:**

**Opening Prayer and Prayers for others and thoughts:** Ken Howard

Some technical difficulties had us starting late and caused difficulties with the check in.

A celebration to honor Adam will occur on July 17<sup>th</sup> and we will need to communicate to the parish for a purse.

**Spirit Tracker:** Rosie Russo will be our spirit tracker for tonight. The spirit tracker works to reflect on 3 levels: 1) what I am sensing in myself, 2) what I am sensing all of us sharing, 3) what are you sensing in the conversation and how this is part of our vision or moving in a new direction.

**Budget and Finance –** Operating fund vs budget, revenue and expenses both are lower but expenses are below revenue. Will be reviewing the year end budget next month. We are looking at pledge contributions and they are at 82 percent. Rachel and Sharon are analyzing the results of the pledging. Will be looking at engaging people in time and talent.

Market volatility is still happening and investments went down.

**Treasurer's Report (Jay Boggs):** We saw a little uptick in the market last month. With lower clergy costs in the beginning of the year we had lower expenses. This will change for the second half of the year.

Financial 101 class is being offered. Two dates being offered for 1 to 1 ½ hour zoom call – July 18 or July 20 evenings to pick a day that would be best. July 20<sup>th</sup> was picked.

Several members cannot attend these dates so another date in August will be offered.

It was asked if this could be video 'ed as a zoom call and saved. The discussions around these conversations may be sensitive. The training part may be recorded.

**Pulling out Senior Warden report and Baptism Policy out of the Consent Agenda to discuss if time permits.**

## **Consent Agenda:** Scarlett Gibb

Must have read the documents to approve.

No objections to the consent agenda and reports were approved.

## **Minutes**

## **Agenda**

### **Historic Renovation Committee**

### **Stewardship Committee**

### **Buildings and Grounds**

**Regathering Protocol, recent trends, potential revisions to our CoVid Protocol:** Jill, Rosie, Toni and Rachel

Question: At what point do we return to allowing Eucharist Visitor in person

All Clear

Question: Who monitors?

Adding Monitoring and communicating to document and the vestry will be responsible.

Implementation as of July 1, 2022

Motion by the Executive Committee for approval of the updated document posted in Trello with the addition of determination section. Seconded by Hiliary. Motion was carried.

### **Action Item: Document sent to Staff – Jill Browning**

### **Vision and Mission work - Father Ken**

Fr Ken discussed the 2-step process. This is the responsibility of the vestry. Recommended the vestry meet to hammer out the vision.

### **The Rector's Search – Fr Ken**

Search consultant is recommended to guide all the concurrent teams. Fr Ken presented a document with all the steps detailed to complete a search.

A note was added to the document to include the required "See the face of God in others" training from the diocese.

Question: When do we start? The search consultant should be brought in ASAP

Question: Isn't Rev Joanna White the consultant? No, she is the diocesan pastoral care clergy to help us heal but not as a search consultant.

Question: How are the people for the committee's selected? The vestry selects the members of the committees.

### **Vestry and Executive Committee Roles and Responsibilities – Fr. Ken**

Question: Why do we have an executive committee? The equivalent of the diocese for the vestry is the convention, and the equivalent is the Executive Committee. It is there to manage the action items and make sure decisions are executed. They manage the vestry meeting, putting together agendas and materials. Similar to the Executive Board of a nonprofit.

**Fr Ken, Thank you so much for stepping in and leading us forward.**

### **Senior Warden Report – Jill Browning**

Action Items online have been picked up for simple items. More complex Jill will be reaching out to ask for assistance. Look at the date July 24<sup>th</sup> who is not available: Sharon, Toni and Dan. Which leaves us with a majority we will move forward to start. We will see if we are going to meet in person for July 26. For July for pastoral care emergencies there is a team to work with. Please be aware of who to direct people to for pastoral care emergency. Recruiting and secure musicians to fill in after Adam's departure. Status of Mtr. Adrien, she is continuing with her requirement to not be in contact with the congregation and no priestly duties anywhere.

**Action Item: Discussion for Baptism procedures will be re-visited in August, in the meantime Michael will work with Revs Amy and Joe to clarify and rewrite.**

### **What Ministry Areas are still missing leaders?**

**Action Item: Jill will post ministry areas and leaders and openings. Some will be validated.**

**Spirit tracking:** A lot of energy around search process and very conscientious and good observations for the guidelines. Energy was also around the executive committee discuss with transparent questions. **Opened up new direction for us and impact on our search. Looking for management style with less funneling.**

Energy around the rule and closure with Mtr Adrien.

### **What went well**

Kept to the schedule very well

Rosie was a great spirit tracker

Really appreciated discerning questions and yay for Waymon's experience

### **What could be done differently**

Could use some instructions on google documents and saving changes. Jill will offer personal lessons.

**Closing Prayer: Fr Ken Howard**