



Sharing Christ's Love

3 Chevy Chase Circle
Chevy Chase, MD 20815

Vestry Meeting Minutes – April 17, 2018

ATTENDANCE: April 2018

A CROSS means that the individual was present. An empty box indicates absence.

✝	Rev. Ed Kelaher	✝	Dan Battle – '19
	Rev. Nate Lee	✝	Susan Billington – '19
✝	Richard Miles – '18 Senior Warden	✝	Bill Gray – '19
✝	Paul Bradley – '18 Junior Warden	✝	Jonathan Stroebe – '19
✝	Cary Buckingham – '20 Treasurer	✝	Stefan Awad – '20
✝	Elizabeth Stuckle – '18 Clerk	✝	Thomas Espy – '20
	Stacey Halota – '18	✝	Elizabeth Wrege – '20
			John Hazard – Chancellor

EXECUTIVE SUMMARY / ACTIONS AT A GLANCE

- ☒ A quorum was present
- ☒ Acknowledgment of outgoing vestry members
- ☒ Minutes/action items
- ☒ Treasurer's report
- ☒ Annual Generous Giving Campaign
- ☒ Capital Campaign progress
- ☒ Vestry Nominations and Annual Meeting
- ☒ Preschool report
- ☒ Rector's report
- ☒ Associate Rector's report
- ☒ Senior Warden's report
- ☒ Junior Warden's report
- ☒ Old and new business

DETAILS OF THE MEETING

1. Prayer for Wisdom, Guidance and Grace

Rev. Ed Kelaher

The meeting convened at 7:08 pm, and Father Ed+ led the opening prayer.

2. Acknowledgement of Outgoing Vestry Members

Rev. Ed Kelaher

Father Ed+ expressed his appreciation to the outgoing members of the Vestry: Paul Bradley, Stacey Halota, Richard Miles, and Elizabeth Stuckle.

3. Presentation of January Meeting Minutes

Elizabeth Stuckle

Bill Gray moved to approve the March minutes, and Cary Buckingham seconded. The minutes were unanimously approved.

4. Treasurer's Report

Cary Buckingham

- a. Presentation of March Financial Report:
 - The P&L was sent out to members in advance of the meeting.
 - Paperwork was processed today to pay the preschool 65% (4K) of the last fall festival income.
 - ~~547K~~ **\$54K** generous giving recognizes money that came in during 2017 for 2018.
 - Campaigns and special funds: cash to date is \$216,861 (both one-time and pledge payments).
 - There are two P&Ls: one includes the preschool, one does not (different fiscal years). A process is needed to reconcile the two P&Ls. There are disadvantages to having two books, yet books should be kept separate.
- b. Discussion of 2018 budget:
 - Sent out rough draft of budget for 2018 by email

5. Annual Generous Giving Campaign

Jonathan Stroebel

- Generous Giving Campaign (Annual Campaign) to date is \$1,522,117.
- Approximately 88K for 2017 is not in yet, but coming in.
- The sum is approximately 1.6 million. Plus endowment, it is 1.7 or 1.8 million.
- A rector's letter will be sent to those that pledged last year, but not this year.

6 Pledge and Capital Campaign Progress

Thomas Espy

- The campaign needs more visitors and more visits being done. 38 visitors have been trained.
- Catherine Dunlop will replace Jim Collins who will be leaving soon.
- Richard Miles moved for a purchasing approval for one additional week for Jim Collins if needed. Susan Billington seconded and the motion was approved.
- A list of Kingdom Campaign priorities for spending is being compiled from several sources: Father Ed+, Building and Grounds, Stuart McFarland, Todd Miller, and other lists.

7. Vestry Nominations and Annual Meeting Report	Richard Miles
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- The annual meeting will be April 29, 2018. At that time, the new Vestry members will be elected. Candidates include: Catherine Dunlop, Charles Fiegl, Duane Gibson, Mark Leahey, Justin Peterson, Cindy Wade and Rip Wilson.
- At the next Vestry meeting, new officers will be elected.

8. Preschool Report	Susan Billington
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- The transfer of the preschool's share (4K) of the 2017 Fall Festival funds will be transferred to the preschool's bank account on April 18.
- The tot lot is complete. The preschool's 1-year-olds program is unique in this area and the tot lot will be an attractive part of that. Susan expressed appreciation for the hard work of Alison Ottenbreit, the preschool's board chair, who championed this project.
- Alison Ottenbreit and Lisa Hollingsworth will present the preschool 2018-2019 budget for Vestry approval at the June Vestry meeting. They also request a discussion about the disposition of money allotted for the playground refurbishing but not used.
- Susan requested that the preschool be added as a line item on the overall church P&Ls going forward.
- Susan also suggested that Alison or Lisa be allowed to make a brief announcement at each service on one Sunday in May to highlight preschool activities.

9. Rector's Report	Ed Kelaher.
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- Bishop Ed Little will be at ASC on May 6th and will do the following: baptisms, confirmations, reaffirmations and dedication of the prayer ministry. On Saturday, May 5, he will lunch with clergy and parish leaders.
- Father Ed+ discussed the new prayer initiative at ASC and how it will infiltrate all activities in the church and help to make ASC a praying church, not just a church that prays.
- Employment/administrative matters: Paige, the receptionist is leaving and will be replaced with a front office manager. Alex will be going to nursing school at UMD. Father Ed+ is looking at three final candidates, Jonathan Musser, who will be ordained soon, will work part-time. An additional Virginia seminary student will also work part-time. ASC hopes to hire a full-time clergy later this fall.

10. Associate Rector's Report	Nate Lee
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Nate Lee was not present.

11. Senior Warden's Report	Richard Miles
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Richard Miles, whose term has ended on the Vestry, expressed the feeling of joy that he has held throughout his term on the Vestry.

12. Junior Warden's Report	Paul Bradley
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Paul Bradley handed out a list of maintenance and repairs that are being undertaken on the building and grounds. He discussed these initiatives and said that regular reports will be made to the Vestry on the progress of the initiatives. He said that the list will be put in Excel with associated costs. Some work will be done this year and some later. A five-year plan is being developed.

13 Old Business / New Business

Rev. Ed Kelaher

The next Vestry meeting will be May 22, 2018.

14. Adjournment and Prayer

Rev. Ed Kelaher

There being no further business to discuss, Father Ed+ closed the meeting with a prayer.