



3 Chevy Chase Circle
Chevy Chase, MD 20815

**Vestry Meeting Minutes
May 17, 2022**

ATTENDANCE					
✚	Tony D'Emidio – '22 <i>Senior Warden</i>	✚	Susan Awad – '24 <i>Clerk</i>	✚	Rev. BJ Buracker <i>Associate Rector</i>
✚	Eric Fedowitz – '23 <i>Junior Warden</i>	✚	Edward Neufville III – '22 <i>Chancellor</i>	✚	Rev. Matthew Kozlowski <i>Associate Rector</i>
✚	Michael Petrucelli – '24 <i>Treasurer</i>	✚	Phoebe Miles – '22	✚	Lois McDonald <i>Parish Administrator</i>
✚	Mark Pelesh – '24 <i>Co- Assistant Treasurer</i>	✚	Cynthia Bryant – '23	✚	Teri Ballou <i>Communications Manager</i>
	David Stanley <i>Co - Assistant Treasurer</i>	✚	Robert Roop – '22 <i>Assistant Clerk</i>		Todd Miller <i>Business Manager</i>
✚	Chris Robinson – '23		Rev. Mac Stewart <i>Priest Associate</i>		Tina Zemba-Marie <i>ASP Liaison</i>
✚	Lori Shore – '23 <i>Assistant Junior Warden</i>	✚	Matt Frank <i>Office Managing Partner, Prager Metis</i>	✚	Gary Weider <i>Family Pastor</i>

A CROSS indicates that the individual was present, while an empty box indicates absence.

EXECUTIVE SUMMARY / ACTIONS AT A GLANCE	
✚ A quorum was present	✚ Rector's report
✚ Review and approval of minutes	✚ Reports from Clergy in attendance
✚ Treasurer's report	✚ Old and new business
✚ Wardens' reports	✚ Closing prayer and adjournment

DETAILS OF THE MEETING

Prayer for Wisdom, Guidance and Grace

Tony D’Emidio

A quorum being present, Tony called the meeting to order at 7:04 PM. Lori led the Vestry in an opening prayer.

All Saints Mission in Action

Gary Weider

Gary shared an update from the Parish Retreat at Sandy Cove. He gave thanks to the committee and all who worked to make it a success after COVID delays and all the uncertainty that came with it.

Presentation of Minutes

Susan Awad

The minutes from the April 19, 2022 regular meeting were presented for approval. Drafts of the minutes had been circulated in advance of this meeting. After a motion duly made by Eric and seconded by Tony, the members of the Vestry voted unanimously:

RESOLVED: That the minutes of the Vestry meeting held on April 19, 2022 are hereby approved at this meeting, and the Vestry directed that such minutes be placed on file with the Parish records of the other meetings of the Vestry. The minutes will not be made publicly available.

Treasurer’s Report

Michael Petrucelli

1. **Treasurer’s Report** – Michael reviewed the 2021 Parochial Report that was submitted to the Diocese, which included information related to membership and programming, as well as preliminary information on our 2021 finances.
2. **Update from Matt Frank, Office Managing Partner, Prager Metis CPAs** – Matt shared the financial statements from 2020 and 2021, as well as the Q1 2022 statement. Key takeaways include:
 - a. Net assets increased by close to \$1M from 2020 to 2021, primarily due to investment gains
 - b. Total operating revenue (excluding Kingdom giving and Preschool tuition) remained consistent from 2020 to 2021, at about \$1.8M. Total expenses also remained consistent at just over \$3M.
 - c. For the first four months of 2022 (Q1 + April), total revenue across all sources is just under \$940k. Total expenses are \$1.15M.

Preschool Report

Fr. BJ Buracker

The Preschool is ending the year on a high note, with graduation coming up a week from Friday. Grandparents’ Day was a success last week. The auction, which occurred just after the shutdown, netted about \$22k. Fr. BJ sat in on the Preschool staff meeting recently and was able to encourage the teachers in their work.

Each Thursday, Fr. BJ, Fr. Matthew, Lois, Lisa and Sara have a standing meeting to review the list of issues that need to be addressed by a future deadline or on an ongoing basis for continued compliance.

Regarding Lisa’s position and responsibilities, Fr. BJ sees four options: (1) do nothing now that we are out of the crisis, which would likely breed distrust and does not seem wise, (2) let Lisa go, which also seems unwise given how important the Preschool is to the church and how valued she is among the teachers and parents, (3)

reconfigure the job descriptions for the Preschool leadership, which also feels too harsh, or (4) come up with a probationary statement and time period. Fr. BJ, with Bob's help, will move forward with option 4, implementing a probationary period for her. (For context, while we have not received an invoice from the lawyers, we expect it to be about \$10k or a bit more (about half of what the auction brought in). On top of that, we have the added expense of the new compliance manager.) The Vestry agreed with Fr. BJ's recommendation.

Rector Search

Tony D'Emidio

We have had two more applicants over the last month (making 13 applicants total). Tony, Bob, Chris and Susan are going to visit one candidate in person the first weekend in June. A first-round interview was conducted with one of the newer candidates, and that candidate is recommended for further interviews.

Given this is the last Vestry meeting for the class of 2022, Edward has drafted a resolution to create a Rector Discernment Team to allow for the continued involvement of the four outgoing Vestry members (Tony D'Emidio, Phoebe Miles, Edward Neufville, and Robert Roop) and four current members (Susan Awad, Mark Pelesh, Chris Robinson, and Lori Shore) in the Rector search process until such a time as a new Rector is called. The committee will also include the new Senior Warden.

After a motion duly made by Edward and seconded by Susan, the members of the Vestry voted unanimously:

RESOLVED: That that the Vestry:

1. Pursuant to Article III, Section 9 of the All Saints Parish By-Laws "Powers and Duties of the Vestry" and Article IV, Section 1 of the Parish By-Laws, which authorizes the Vestry to designate regular or special groups for such purposes as may be indicated in the resolution or resolutions provided therefor, create a special group called the All Saints Vestry's Rector Discernment Team to allow for the continuation of ongoing efforts of 4 outgoing members and 4 current members of the All Saints Parish Vestry, until at such time a new rector has been called.
2. Approves the creation of "All Saints Rector Discernment Team" for the purpose of assisting the Senior Warden and vestry of ASC in discerning and identifying persons as the next Rector of All Saints Parish.
3. Consents to appointment to the ASC Discernment Team of up to nine members, which shall include the 4 outgoing vestry members whose terms expired in June of 2022, namely Tony D'Emidio, Phoebe Miles, Edward Neufville, and Bob Roop, and the 4 current Vestry members participating in the discernment process, namely Susan Awad, Mark Pelesh, Chris Robinson, and Lori Shore, and the incoming Senior Warden. The team will include and involve incoming members of the new Vestry as the new Vestry sees fit.
4. Mandates that the ASC Discernment Team serve at the pleasure of the Vestry of ASC and report directly to the vestry of ASC.
5. Calls for the dissolution of the ASC Discernment Team upon the Vestry's confirmation that a call for a new rector has been accepted.

Remarks from Outgoing Vestry Members: Tony D’Emidio, Phoebe Miles, Edward Neufville, Bob Roop

1. Edward shared his gratitude for the blessing of serving on the Vestry and working to build the Kingdom of God, particularly during such a trying time. He also served as the Chancellor, a role which does not have to be filled by a Vestry member. He volunteers to serve in this role again. He provided a formal report summarizing the work he has done as Chancellor.
2. Bob thanked everyone for the privilege of getting to know and working with everyone in the group. He hopes to be re-elected so that he can continue his service.
3. Phoebe shared her awe of this group, and that she was surprised by feeling like she didn’t share her skill set. Instead, she grew so much spiritually in terms of understanding what God requires of us – working together as the body of Christ. She learned a lot about humility and how she fits into the Body of Christ.
4. Tony shared that he agreed to serve during a professional low point, when he was looking to be of value. He was able to bring his professional gifts to the church, starting with working on the strategic plan and then serving as Treasurer and Senior Warden. He also thanked his family for their support and understanding.

Senior Warden’s Report

Tony D’Emidio

1. Annual Meeting and Vestry Nominations – The Annual Meeting is scheduled for Sunday, June 12. Thanks to Lois’s leadership, and the help of Mark Pape, Cary Buckingham, Tony, Phoebe, and Edward, we met the 30-day deadline for getting the Vestry nominations out. Lois is working hard on the 2021 Annual Report.
2. Appointment of Vestry Election Teller(s) – Fr. Matthew recommended Mr. Kenneth George. We need to elect the teller 10 days ahead of the deadline.

Junior Warden’s Report

Eric Fedowitz

1. Rectory interior painting was completed on May 6. Eric inspected it and it looks very nice.
2. Rectory Exterior Deferred Maintenance Work: This has just begun and is underway. It is expected to be completed late May/early June. By mid-June, the rectory should be ready for a new rector.
3. Great Hall Project: The Endowment budget has \$80k for discretionary projects, approved by B&G to be used for the Great Hall renovation. The Boy Scout trust fund has also approved \$50k to contribute to this work, for a total of \$130k. The work will start no sooner than July (after VBS concludes) and should be completed by September or so. Bill Garner is overseeing the work.
4. Organ Renovation Project: Work is progressing, with the pipes having been removed. There are smaller expenses that are cropping up, and B&G is working to manage them (~\$15-16k). The target for completing the organ project is the end of September, but there may be delays based on arrival of certain parts.
5. Church SUV: There was a gift 5-6 years ago of a Traverse SUV, that now needs \$7k worth of work (and it would only be valued at \$13k afterward). The current value is about \$7k and B&G is looking to sell it to fund some of the extra organ renovation expenses.

Interim Rector’s Report

Fr. BJ Buracker

Fr. BJ thanked the outgoing members of the Vestry, and noted the spiritual depth of the wisdom they brought to their service on the Vestry.

BJ attended the graduation of Andrew Lazo, who accepted a call to be Apprentice Rector at a parish in Florida. He also attended the graduation of Fr. Mac with his PhD.

Reports of Clergy in Attendance

Fr. Matthew

Fr. Matthew encouraged everyone to come to the Great Steakout next Wednesday.

Old/New Business and Prayer Requests

Phoebe asked for prayer for her daughter, Cecilia, who is 14 weeks pregnant with twins. Please pray for a healthy pregnancy and for her daughter's marriage.

Lori asked for prayer for her daughter Victoria, who has been having panic attacks.

Cynthia offered thanksgiving for the sale of her condo. She also passed her certification for diversity and inclusion.

Eric asked for prayers for his family, who are going to East Africa to climb Mt. Kilimanjaro.

Adjournment

There being no further regular business to discuss, Tony moved to adjourn the meeting at 9:18 PM. Fr. BJ offered a closing prayer.

Action Items

All

There are no action items at this time.

No.	Action Items	Lead	Date Assigned	Target Date
1				