



Sharing Christ's Love

3 Chevy Chase Circle
Chevy Chase, MD 20815

**Vestry Meeting Minutes
Apr 18th, 2023**

ATTENDANCE

✝	Susan Awad – '24 <i>Senior Warden</i>		Carrie Clark Carlson – '24	✝	Rev. BJ Buracker <i>Interim Rector</i>
✝	Eric Fedowitz – '23 <i>Junior Warden</i>	✝	Liza Cole – '25	✝	Rev. Matthew Kozlowski <i>Associate Rector</i>
	Michael Petrucelli – '24	✝	Catherine Eshelman – '25 <i>Assistant Clerk</i>	✝	Lois McDonald <i>Parish Administrator</i>
✝	Mark Pelesh – '24 <i>Treasurer</i>	✝	Cynthia Bryant – '23	✝	Teri Ballou <i>Communications Manager</i>
	(To Be Determined) <i>Assistant Treasurer</i>	✝	Robert Roop – '25		Nacole Hillman <i>ASC Business Mgr</i>
✝	Chris Robinson – '23 <i>Clerk</i>	✝	Nick Thompson <i>Prager Metis</i>	✝	Saleem <i>ASC Seminarian</i>
✝	Lori Shore – '23		Rev. Zacher Bayonne <i>Deacon</i>		
✝	Jennifer Sirangelo – '25				
A CROSS indicates that the individual was present, while an empty box indicates absence.					

EXECUTIVE SUMMARY / ACTIONS AT A GLANCE

<ul style="list-style-type: none"> ✎ A quorum was present ✎ Review and approval of minutes ✎ Treasurer's report ✎ Wardens' reports 	<ul style="list-style-type: none"> ✎ Rector's report ✎ Reports from Clergy in attendance ✎ Old and new business ✎ Closing prayer and adjournment
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DETAILS OF THE MEETING

Prayer for Wisdom, Guidance and Grace

Father BJ Buracker

A quorum being present, Father BJ called the meeting to order at 7:04pm. Father Mathew led with an opening prayer.

Scripture Reflection

Cynthia Bryant

Cynthia led with a brief and enlightening discussion of the Gospel of Luke.

Presentation of Minutes

Chris Robinson

The minutes from the March 21, 2023 Vestry meeting were presented for approval. Drafts of these minutes, as well as the three (3) attachments referenced within the minutes, had been circulated in advance of this meeting. After a motion duly made and seconded, the members of the Vestry voted unanimously on the following:

RESOLVED: That the minutes from the Mar 21st 2023 Vestry meeting are hereby approved at this meeting, and the Vestry directed that such minutes be placed on file along with the Parish records of the other meetings of the Vestry. These minutes will be made publicly available.

Treasurer's Report

Mark Pelesh and Nick Thompson

1. **Review of Prager Metis financial information** – Nick shared and reviewed the Prager Metis Mar 31 2023 All Saints Church Reporting Package (*'All Saints Church Reporting Package for the Month Ended Mar 31, 2023_Apr 18 2023 Vestry Meeting_Attch 1'*) with the following summary:
 - a) Stability and progress are the themes of our current financial picture
 - b) Revenues and expenses are trending closely to the Vestry-approved 2023 balanced budget
 - c) Pledged giving is up substantially over 2022 pledged giving
 - d) Non-pledged giving is down, but the overall net changed in revenue is positive
 - e) Gains are occurring in our investments
 - f) The pre-school continues to perform strongly
 - g) Currently we have a combined ~\$112K surplus
 - h) Retained employee tax credit paperwork has been filed and we are likely to hear the results in ~6 months
2. Endowment and Investment fund policies and guidelines vote: Mark reviewed the reasons for an updated Endowment and Investment fund policy and discussed the requirement to obtain a second vote from the Vestry on this.
 - a) Based on the current policy in place, to make these changes the Vestry will be required to twice approve a motion in two consecutive Vestry meetings with at least a 2/3 vote.

- b) The first motion was approved and documented at the March 21 2023 Vestry meeting
- c) The following motion was therefore put forward: “Motion to obtain the second of two consecutive votes for the newly edited ‘Restated Endowment and Investment Fund Policies and Guidelines’, to be instituted for 2024.”
 - i. This motion was voted upon and carried with unanimous approval.
- d) In addition, the Vestry also voted upon a onetime \$100K draw for 2023 through the following motion: “For 2023 only, as a transitional step upon adoption of the Restated Endowment and Investment Fund Policies and Guidelines and as set forth in the 2023 budget, the Vestry is directing a \$100K withdrawal from the Endowment and Investment Fund.”
 - i. This motion was also voted upon and carried with unanimous approval.

Senior Warden’s Report**Susan Awad**

- 1. Susan provided a Rector Search update, discussing the following actions:
 - a) Susan is currently meeting with both our Clergy and the Bishop to obtain their guidance.
 - b) Putting together a proposal to obtain the services of a consultant.
- 2. Currently have one potential applicant who has surfaced.

Junior Warden’s Report**Eric Fedowitz**

- 1. Buildings and Grounds Update:
 - a) Discussed documented summary of potential risks and deficiencies in ASC’s IT infrastructure.
 - i. The purpose of this effort is to assist planning for potential large expenditures in the future
 - b) Gathering information on Sunday security protocols
 - i. Currently gathering information by speaking with other local Churches
 - ii. Will present findings to a future vestry meeting
 - c) Memorial plaque request – parishioner who wishes to honor a specific individual will present their request to the Building and Grounds Committee.
 - d) Memorial Policy proposal – still being worked
 - e) Great Hall project is on time and on cost
 - i. To avoid delays, ASC will begin making payments so the supplier can begin purchasing materials in advance
- 2. ASC Vestry Class of ’26 Nominating Committee Report:
 - a) The following six (6) candidates will be presented to the Parish for consideration and vote on June 4th:
 - i. Dan Buckingham
 - ii. Greg Push
 - iii. Berly Wott
 - iv. Hugh Webster
 - v. Kevin Wrage
 - vi. Andrew Walker

Interim Rector's Report

Fr. BJ Buracker

1. Attendance numbers and plate giving review:
 - a. Good Friday service – 162
 - b. Easter vigil service – 100
 - c. Easter Sunday service – 862 (107 more than last year)
 - d. Sunday after Easter service – 300
 - e. Easter giving up \$9K from last year
2. Father BJ will arrange a briefing from the Student Ministry for the May Vestry meeting
3. Deacon Zacher was ordained and is now Father Zacher
4. Lots of pastoral concerns within our Church right now, so Fr BJ requested we all keep these needs and pastoral efforts in our prayers.

Reports of Clergy in Attendance

Fr. Mathew Kozlowski

1. “Steak Out” dinner will be on April 25
 - a. 47 have signed up
2. 61 children have registered for Vacation Bible School on June 26th – 30th

Old Business

None reported

New Business

None reported

Prayer Requests

Adjournment

There being no further regular business to discuss, Father BJ moved to adjourn the meeting at 8:21pm, and provided the closing prayer.

Action Items

All

There are no action items currently.

No.	Action Items	Lead	Date Assigned	Target Date
1				