



Sharing Christ's Love

3 Chevy Chase Circle
Chevy Chase, MD 20815

**Vestry Meeting Minutes
May 16th, 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> | ✚ | Gary Wieder <i>Director of Family Ministry</i> |
| ✚ | Lori Shore – '23 | ✚ | Rev. Zacher Bayonne <i>Deacon</i> | ✚ | JD Carr <i>Director of Student Ministry</i> |
| | Jennifer Sirangelo – '25 | | | | |

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

EXECUTIVE SUMMARY / ACTIONS AT A GLANCE

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| <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. Gary led with an opening prayer.

Scripture Reflection

Father Bayonne

Father Bayonne offered a scripture reflection on Mark 12:13-17 and Genesis 1:26-27.

Family and Youth Ministry Report

Gary Wieder and JD Carr

1. **Review of Family Ministry** – Gary presented the Family Ministry report, highlighting the following:
 - Family Table Service – going well and growing. Every Sunday there are at least two new families who have been invited by other Family Table Service parishioners.
 - Family Forum – using a theme-based approach, participation in Family Education has been increasing. Currently doing “Connecting Sunday to Monday.”
 - Church Retreat – in the early planning phases for the 2024 retreat
 - Pre-marital counseling – Gary has met and counseled with 36 couples in pre-marital sessions since 2016
2. **Review of Student Ministry** - JD presented the Youth Ministry report, highlighting the following:
 - Youth Ministry is going very well – 20-25 students consistently attend Sunday school each week.
 - JD presented the current Youth Ministry calendar of events – in addition to specific activities, these events also encourage youth to take an active part in our Church
 - The current focus is to get to know students and parents even better.

Presentation of Minutes

Chris Robinson

The minutes from the April 18th, 2023 Vestry meeting were presented for approval. Drafts of these 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 April 18th 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** – Mark and Nick shared and reviewed the Prager Metis April 30 2023 All Saints Church Reporting Package (*All Saints Church*

Reporting Package for the Month Ended April 30th, 2023_May 16 2023 Vestry Meeting_Attch 1') with the following summary:

- We are seeing a continuation of the positive 1st Quarter financial trends
- Pledging is up significantly, non-pledged giving is down somewhat
- Total revenues up \$130,000 through 4.30.23
- April revenues close to budget
- Investments are showing positive gains
- Overall, budgeted expenses very close to actual expenses through 4.30.23
- Mark provided two important suggestions:
 - i. We are entering the summer months where revenues historically have dipped. We therefore need to continue practicing good budget discipline
 - ii. Need to continue to focus on consistent pledge giving throughout the year

Remarks from Outgoing Vestry Class of 2023**Cynthia B./Chris R./Eric F./Lori S.**

The four outgoing vestry members provided brief comments to commemorate this last Vestry meeting for them.

Senior Warden's Report**Susan Awad**

1. Susan provided a Rector Search update, discussing the following actions:
 - a) One promising candidate is being vetted at this time.
2. Appointment of Vestry election tellers
 - a) Susan put forward David Reeve and Cathy Ribauda as the election tellers, with an understanding that David will recruit one more teller before the votes are tallied.
 - i. The vestry voted on a motion accepting these individuals as the election tellers with unanimous approval.
3. Will vote at the next Vestry meeting for delegates to the 2023 Diocesan Convention
 - a) Does not have to be Vestry members, other parishioners in good standing can represent our Church
4. Due to attendance rules in the Vestry By-Laws, Michael P and Catherine E require a Vestry vote to allow them back on the Vestry
 - a) The by-laws stipulate that once a member misses three (3) meetings they are automatically expelled from the Vestry and require a vestry vote to return them to their position
 - i. A motion to return them to their Vestry position was put forth and unanimously approved.
5. Susan put forward a motion to return the Rector Search Committee to the vestry, requiring the current graduated Vestry members to step aside and return membership exclusively to current members of the Vestry
 - a) The motion passed with one (1) opposing, one (1) abstaining, and seven (7) voting to approve.

Junior Warden's Report**Eric Fedowitz**

1. Buildings and Grounds Update:
 - a) The 1st payment was made on May 3rd for the Great Hall project.
 - i. This will allow supplies to be pre-purchased to ensure the project remains on time
 - ii. The project is proceeding well at this time and anticipated to be on-time and on-cost
 - iii. Eric will continue his involvement in this project, even though he will be rotating off the Vestry in June.

Interim Rector's Report**Fr. BJ Buracker**

1. Summer Church building hours
 - a. The Church will be closed on Monday's and Friday's during the summer months
 - i. Will have signs posted with contact information in the event of walk-ins who aren't familiar with the change
2. Lisa Hollingsworth is retiring as the Pre-School Director in June
 - a. Sara Tobin has been hired as the new Pre-School Director
 - b. Sara is currently taking the required coursework in anticipation of this new role
 - c. The Assistant Director position will be advertised and recruited
3. Father Zacher will be coming on as the new Assistant Priest
4. Bishop Little will be present at Church on Sunday June 11th and events are currently being planned
5. Summer Adult Education Formation – Father BJ and the staff have been developing summer adult education opportunities with a focus on the different historical missions that have occurred.

Reports of Clergy in Attendance**Fr. Mathew Kozlowski**

1. Father Mathew – on May 28th we will have five individuals of varying ages, being baptized
2. Father Zacher – currently developing adult education opportunities for the Fall.

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 8:44pm, and provided the closing prayer.

| Action Items | | | | All |
|--------------------------------------|--------------|------|---------------|-------------|
| There are no action items currently. | | | | |
| No. | Action Items | Lead | Date Assigned | Target Date |
| 1 | | | | |