



Sharing Christ's Love

3 Chevy Chase Circle
Chevy Chase, MD 20815

**Vestry Meeting Minutes
June 20, 2023**

ATTENDANCE

x	Kevin Wrege-'26 <i>Senior Warden</i>	x	Carrie Clark Carlson – '24	x	Rev. BJ Buracker <i>Interim Rector</i>
x	Dan Buckingham-'26	x	Liza Cole – '25	x	Rev. Matthew Kozlowski <i>Associate Rector</i>
x	Michael Petrucelli – '24	x	Catherine Eshelman – '25 <i>Assistant Clerk</i>	x	Lois McDonald <i>Parish Administrator</i>
x	Mark Pelesh – '24 <i>Treasurer</i>	x	Susan Awad-'24	x	Teri Ballou <i>Communications Director</i>
x	Beryl Scott-'26	x	Robert Roop – '25		Nacole Hillman <i>Accounting Asst</i>
x	Hugh Webster-'26	x	Nick Thompson <i>Prager Metis</i>		
x	Jennifer Sirangelo-'25	x	Rev. Zacher Bayonne <i>Priest Associate</i>		
An x denotes that the individual was present, while an empty box denotes 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' report ✎ Election of officers 	<ul style="list-style-type: none"> ✎ Rector's report ✎ Orientation of New Members ✎ Approval of Endowment Committee members ✎ 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. He led with an opening prayer.

Scripture Reflection**Jennifer Sirangelo**

To honor the new Vestry and the decisions it will be making, Jennifer offered a number of passages of scripture on leadership.

Welcome and Oath of New Vestry Members**Father BJ Buracker**

The following new Vestry members took the oath of office: Dan Buckingham, Beryl Scott, Hugh Webster and Kevin Wrege.

Overview of Role of Vestry and Governance**Father BJ Buracker**

Father BJ gave a brief overview of the role of the vestry as stipulated in the parish by-laws. He also explained the vestry's potential liabilities, and canonical responsibilities of the Rector. He reported on our relationship with the Diocese of Washington, including our diocesan contribution and our relationships with Bishop Budde and Bishop Little. *Details are included in the orientation materials on the Vestry page of the All Saints website.*

Nomination and Election of 2023-24 Officers**Father BJ Buracker**

The following individuals were nominated to serve as officers of the 2023-24 Vestry:

- Kevin Wrege—*Senior Warden (selected by Father BJ to be approved by the vestry)*
- Dan Buckingham—*Junior Warden*
- Greg Pugh—*Assistant Junior Warden (not on the vestry, so subject to confirmation by Father BJ)*
- Catherine Eshelman—*Secretary*
- Mary Lee Kingsley—*Asst Secretary (not on the vestry so subject to confirmation by Father BJ)*
- Mark Pelesh—*Treasurer*
- Hugh Webster—*Asst Treasurer*
- Edward Neufville—*Chancellor (no longer on the Vestry so subject to confirmation by Father BJ)*

The Vestry voted unanimously to approve the slate of officers.

Presentation of Minutes**Catherine Eshelman**

The minutes of the May 16, 2023, Vestry meeting were presented for approval. Drafts of the minutes, as well as the attachments referenced within the minutes, were circulated in advance of the meeting. After a motion duly made and seconded, the members of the Vestry voted to approve the following:

RESOLVED: That the minutes of the May 16, 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.

Nomination of New Members of the Endowment Committee**Mark Pelesh**

Mark reviewed the function of the Endowment Committee and the recently approved revisions to the guidelines for drawing on the Endowment.

He then offered a motion to reappoint the three existing Endowment Committee members retroactively so that they are serving the second year of a three-year term. The three existing members are: Jonathan Stroebel, Rich Holland and Mark Leahy. The Vestry unanimously approved the motion to reappoint all three.

Mark then moved that we fill the remaining two vacancies with the following individuals: Eric Fedowitz and Rick Rolandi. The motion to appoint these two individuals was approved unanimously.

The Endowment Committee now consists of:

- Mark Leahy
- Jonathan Stroebel
- Rich Holland
- Eric Fedowitz
- Rick Rolandi

Safe Space Reminders**Father BJ Buracker**

Father BJ reminded the Vestry of a number of practices that will make possible a safe and open work environment, including

- Regular attendance
- Confidentiality
- Avoidance of “parking lot” discussions
- Setting aside of bias

Strategic Plan and Preschool**Father Matthew Kozlowski**

Father Matthew gave an overview of the five-year strategic plan adopted by the Vestry in 2020. He summarized the Mission, Vision, Core Priorities and Support Priorities contained in the Plan. *The full Strategic Plan can be found on the All Saints website.*

Father Matthew also presented an overview of the three ministries of All Saints:

- **Gather** in worship and fellowship
- **Grow** by offering Christian education to all ages
- **Go** in loving service through prayer, pastoral care and mission work

He next gave an overview of the All Saints Preschool, which is an integral ministry of the church, and overseen by the Vestry. There are currently 90 children enrolled in the school next fall. The revenues from the school are very important to the financial health of the church.

Treasurer's Report**Mark Pelesh and Nick Thompson**

Mark presented the highlights of the May financials:

- We have entered the “summer trough”
- Vestry account is now in deficit (\$131), but the combined account still is in surplus (88K)
- May revenues were behind May 2022, but total revenues for the year are still positive
- Budget to Actual: Revenue is a negative variance of \$217 K—this includes pledged giving, endowment and other reimbursements; expenses are on track
- Budget does not factor in the seasonal nature of pledged giving

Nick shared and reviewed the Prager Metis May 31, 2023, All Saints Church Reporting Package (“All Saints Church Reporting Package for the month ended May 31, 2023-June 20, 2023 Vestry Meeting—Att. 1)

Interim Rector's Report**Father BJ Buracker**

Father BJ reported that the summer sermon series will focus on the Great Commission in Matthew 28. All Saints is also beginning the “summer of missions” with presentations from our missions at home and abroad. There will be a prayer vigil this weekend for our mission work.

Report of Clergy in Attendance**Father Matthew Kozlowski and Zacher Bayonne**

Father Matthew reported that Vacation Bible School starts Monday June 26. 76 children are signed up, with 30 volunteers. Father Zacher is planning a new adult education series on Foundations of Faith.

Building and Grounds**Dan Buckingham**

Construction on the Great Hall will begin as planned on July 3, 2023.

Discernment Committee**Susan Awad**

Susan reported that a small group visited North Carolina to investigate a candidate. Based on that input the candidate will be visiting All Saints on July 6.

Another candidate has surfaced and is being interviewed now.

Prayer Requests

Adjournment

There being no further regular business to discuss, Father BJ moved to adjourn the meeting at 9:15pm, and provided the closing prayer.

Action Items**All**

There are no action items currently.

No.	Action Items	Lead	Date Assigned	Target Date
1				