



*Sharing Christ's Love*

3 Chevy Chase Circle  
Chevy Chase, MD 20815

**Vestry Meeting Minutes  
September 19, 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 <i>Junior Warden</i>	x	Liza Cole – ‘25	x	Rev. Matthew Kozlowski <i>Associate Rector</i>
x	Michael Petrucelli – ‘24	x	Catherine Eshelman – ‘25 <i>Secretary</i>	x	Lois McDonald <i>Parish Administrator</i>
	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		
x	Hugh Webster-‘26 <i>Assistant Treasurer</i>	x	Nick Thompson <i>Prager Metis</i>		
x	Jennifer Sirangelo-‘25		Rev. Zacher Bayonne <i>Deacon</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"> <li>✍ A quorum was present</li> <li>✍ Review and approval of minutes</li> <li>✍ Treasurer’s report</li> <li>✍ Rector’s report</li> </ul>	<ul style="list-style-type: none"> <li>✍ Reports from Clergy in attendance</li> <li>✍ Old and new business</li> <li>✍ Closing prayer and adjournment</li> </ul>
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**DETAILS OF THE MEETING**

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**Prayer for Wisdom, Guidance and Grace**

**Father BJ Buracker**

A quorum being present, Father BJ called the meeting to order at 6:59 pm, and opened the meeting in prayer. Dan Buckingham offered additional prayers for the vestry.

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**Scripture Reflection**

**Father Matthew Kozlowski**

Father Matthew offered a scripture reflection on Matthew 18:1-5

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**Presentation of Minutes**

**Catherine Eshelman**

The minutes of the July 18 and 28, 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 July 18 and 28, 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.

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**Senior Warden's Report**

**Kevin Wrege**

Kevin reported that everyone on the Vestry has completed the Safe Church training required by the Diocese.

He reported that Father Jamie Pahl begins his service at All Saints on Sunday, September 24. He will preach at the 8:30 service and the combined 10:30 service. The Family Table service will combine with the traditional service in the Nave. There will be a reception following the 10:30 service in the Great Hall. Kevin asked Vestry members to introduce themselves to the Pahl family and serve as ambassadors to help them feel welcome.

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**Junior Warden's Report**

**Dan Buckingham**

Dan reported that the Rectory has a number of issues that need to be addressed. First, the house needs a new water heater--the existing heater does not have enough capacity for the needs of a large family. He estimates this will cost about \$4800. There is a new leak in the sunroom that needs to be fixed, and the refrigerator either needs to be repaired or replaced.

In addition, the basement has water issues from the floor, walls and the outside drain. The Pahls had requested that we finish the basement so they would have more space, but we need to address the

water issues before we move forward on renovations. Dan is working with contractors to obtain a better understanding of the scope of the work and estimates for costs.

Finally Dan reported that the Great Hall renovations were completed on time and on budget with no injuries. We will have a blessing of the Great Hall on October 1.

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**Treasurer's Report****Kevin Wrege**

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Kevin reported on behalf of Treasurer Mark Pelesh. He thanked Lois McDonald for filling in for our missing bookkeeper, and for doing a number of jobs to keep the parish running smoothly. He noted that we still have a goal of providing the financials further ahead of the meetings.

He reported that operating revenue was up over last year (\$1,351,657 v.\$1,167,395), as was pledged giving (\$937,760 v.\$ 751,775). Non-pledge and preschool revenue are down slightly. Operating expenses are lower than this time last year, preschool expenses are higher but *total* expenses are lower than last year (\$2,047,496 v. \$2,346,574.)

We are just past the traditional low point for revenues for our fiscal year. If holiday giving follows the typical pattern, we are well positioned to meet our budget, especially with a new Rector.

Nick Thompson reviewed the financial package in detail. (Reporting Package for the Month Ended August 31, 2023) He noted that we are doing a good job of controlling expenses, and that contributions are coming in in a timely fashion.

He also reported that we applied for the payroll tax credit, backed up by a legal opinion that we qualify. He noted that the IRS is slowing down the rate of processing refunds, so we should expect delays in receiving a payment.

Lois reported that we may be able to hire a part-time bookkeeper to replace Nacole, which will free up funds for help in areas of greater need.

BJ thanked Lois for all the extra tasks she has willingly undertaken in the past two years.

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**Stewardship****Jennifer Sirangelo**

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Jennifer reported that the opening of the stewardship campaign was announced on September 17. This year's theme will be "Eyes on Jesus", from Hebrews 12:1-2. She asked the Vestry to make their **pledges by October 15**, when we will begin personal testimonies to inspire giving. She thanked Lois for all the changes she has implemented to make pledging easy this year.

Liza Cole, Stewardship Co-Chair, reported that letters are going to the parish tomorrow, and that testimonials will begin October 15 with the Batlles. Commitment Sunday will be on November 12. The Stewardship Committee so far consists of: Dan Buckingham, Andy Eshelman, and Anna Pugh. Liza reported that she also plans to ask Bill Peterson, Stuart McFarland, Jonathan Stroebel, Wendy Lundy and Carol O'Connell to serve on the committee. She asked the Vestry for additional suggestions for Stewardship Committee members.

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**Interim Rector’s Report**

**Father BJ Buracker**

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Father BJ reported on the ongoing successes of our mission work. First, he reported that we have a new mission partner, Nourishing Bethesda. In addition, a parishioner has expressed interest in making a significant contribution to Paster Deo’s ministry. The Knollwood ministry continues to thrive, with approximately 20 participants weekly. Richard and Catherine Ranger will make a presentation on their work in Uganda this Sunday.

BJ reported that Zacher is currently attending the Radical Vocation Conference, a gathering of young orthodox clergy.

He also reported that David Weld has volunteered to lead the Prayer Ministry, replacing Kathleen Dillon. Grief Share has begun a thirteen-week program on Fridays at 12:00.

Finally, BJ reported that the Endowment Committee met last week and plans a meeting with Marshfield Associates.

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**Updates from Clergy in Attendance**

**Father Matthew Kozlowski**

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Father Matthew reported that a new series, Men Of Virtue, has begun meeting. He also reported on recent baptisms, including a service held partially in Spanish. Our next baptisms are scheduled for November 5. He noted that six or seven Sundays each year are designated for baptisms.

Matthew reported on the numbers in our children’s and youth programs. Between 60 and 70 children participated on September 17, and we have approximately 100 children actively involved in the program. He noted that our youth ministry is sustainable because it is team-led, and not dependent on any one person for momentum.

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**Old Business**

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No old business

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**New Business**

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Jennifer asked if a vestry retreat was being planned. Kevin will look into the possibility of holding a retreat once Father Pahl has begun work.

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**Adjournment**

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The meeting was adjourned at 8:38.

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**Action Items**

**All**

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There are no action items currently.

No.	Action Items	Lead	Date Assigned	Target Date
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