

Church of the Holy Comforter, Vienna, Virginia

Minutes of the Vestry Meeting

October 9, 2025

The meeting opened at 7:03 pm with a prayer from Jon Strand. Guy Kiyokawa was introduced as our delegate to the North Fairfax Region of the Diocese.

Jon Collom shared a reflective meditation on awe and wonder in everyday life, emphasizing the importance of slowing down to appreciate the divine in ordinary experiences.

Clergy Report:

Jon Strand reported on the first meeting of the confirmation class, the vestry town hall, and pastoral care visits. Matt Streett, who was received at the September 21 service from the Greek Orthodox church as an Episcopal priest, will serve a transition year at Holy Comforter. Melissa Fauci's ordination is on December 6, 2025, at Holy Comforter.

Regional Meeting Report:

Guy Kiyokawa reported from the quarterly North Fairfax regional meeting of the Diocese. A youth mission trip to Appalachia is offered through the region, and there is a need for a youth delegate.

Warden's Report:

A motion was made, seconded, and passed to appoint Robert Bruce and Kip Brailey to the endowment board, to each serve a three-year term.

The ECW board met with the Senior Warden and Finance Committee Chair to review the ECW and Pennywise annual budgets. There was a request to consider revamping the kitchen layout to reduce the physical strain of setting up funerals and special events, and to replace the stove.

Treasurer's report

Pledges and plate collection were lower last month. In 2009, during an economic downturn, we had our best year for pledges. There was also no drop during the years of the Covid era.

A motion was made, seconded, and passed to accept the financial reports.

Two corrections were made to the September minutes, and a motion was made, seconded, and passed to accept the corrected minutes.

Parochial Report:

Attendance was down a bit. There was no parish picnic in September. We are still unable to stream services on Facebook.

Vestry Person of the Month, VPOM:

Brady O'Beirne reported on the condolence notes he wrote and events he attended. October's VPOM is Laurie Pedry. Jon Collom is the backup.

Executive Director Report:

There will be a punch list walk-through of the third-floor renovation project next week. An occupancy permit is then expected. Marian Construction will move furniture into classrooms. New window shades are needed in the former rainy-day classroom. Sunday school will occupy the rooms on October 26.

The first-floor water fountain is fixed and features a water bottle filler.

Chairs for the choir room are a memorial gift in memory of Marlene Threlfall.

There is sometimes an issue with bandwidth for streaming services. Melissa and Keith will troubleshoot the Facebook live streaming issues to improve online attendance numbers.

Finance Committee Report:

The October Committee meeting will finalize the proposed the 2026 budget, to be presented to the vestry for approval at the December Vestry meeting.

Communications Committee:

The website migration to the new platform is expected in the middle of October. The preschool will have training on how to edit their section of the website.

A suggestion was made to feature Keith Joseph (Director of Children's Ministries) and Ryan Huber (Director of HCEP) in the Vestry Corner.

Outreach Report:

The Samaritan Ministries will host a fundraiser dinner in DC on November 8th from 3-6 pm.

Stewardship Report:

The annual campaign starts next Sunday, October 12th, and runs through November. The vestry was invited this past week to pledge first and to encourage parishioners to pledge. It was noted that the parish has been conditioned to expect pledge cards in the mail, and many are waiting for their cards.

Buildings and Grounds Report:

There are several contractors who will bid for the key card entry system project.

Contractors are responding to the RFP for the reconstruction of the external stairs to the office door. The design features wider steps, improved lighting, and upgrading of the surrounding ground rather than cheek walls on the stairs.

The new monument sign is in place at the front of our property.

Margaret Bain was awarded a grant from Earth Sangha for 67 plants for the campus.

Preschool, Children and Youth Ministry, Iona Fund:

Andy noted that adult volunteers are needed for the 2nd Saturday family event after the 5 pm service, and also for Sunday School. The Potluck, Pumpkins, and Prayer event will take place on Sunday, October 26th.

There is a request for repainting and replacing couches in McGill Hall, which is used as a universal meeting space for several groups.

FACETS ministry is calling for gloves, hats, and light-colored winter socks.

Andy made a prayer request for continued learning and thriving at the preschool.

Fellowship Report:

Gini is focused on preparing for the Second Saturday family service fellowship meals.

Adult Faith Formation:

The committee is working on fulfilling the fall schedule of learning opportunities. November 9th is the Newcomers' Brunch, after the 10:00 service.

Invitations to host coffee hour work best when parishioners are asked to host for a specific date.

The meeting adjourned at 8:36 pm with the Lord's Prayer.

Respectfully submitted,

Susan Stager, Registrar