

VESTRY MINUTES APRIL 13, 2025

Approved

Members present: vEnessa Acham, Embry Howell, Kurt Jacobs, Jim Lewis, Mother Sara Palmer, Will Stewart, Art Warren, Lisa Watson, Jeff Wells. Visitor: Rick Taylor. Absent: xx

Opening: Meeting was opened with prayer by Mother Sara.

Minutes: March 2025 Minutes approved. Jeff Wells made motion and Lisa Watson seconded. All in favor: unanimous.

Financial Report: Will Stewart has oversight as Treasurer over All Souls' finances. The salary should have been discussed with the Vestry before making an offer to Andrea Meier, the potential new Administrator. Rationale for increase: The offer to Andrea was consistent with Diocesan guidelines, and she has years of experience working as an Administrator in a church and has strong communications skills. Mother Sara knows Andrea and recommends her as a strong candidate.

In addition, the vestry should have approved the vacation payout for the previous administrator.

We budgeted \$4500 for snow removal this year and only used \$1700.

We are nonetheless operating under a deficit, budgeting approximately \$113,000 (4% of rolling average for 3 years) of the Endowment's end-of-the fiscal year investments. We will need to be judicious re: expenditures through the end of the year.

Rector's Report: ACTION ITEM - Unanimous vote for Mother Sara's Letter of Agreement to stipulate, per the new Diocesan guidelines, **5 Sundays of vacation** rather than 4 (approved in LOA December 2024). Jim Lewis made motion and Lisa Watson seconded.

Visitor assignments for follow up welcome were made.

Endowment Board: ACTION ITEM - Appointment of Larry Amon to the Endowment Board was approved unanimously. Jim Lewis made motion and Lisa Watson seconded.

ASEC Mission and Vision Statement: Additional wording APPROVED – "All Souls is a Christ-centered community where a diverse 'and inclusive' community worships and serves."

2025 Goals Discussion and Approval: Announce the annual goals of All Souls which the Vestry approved:

- A. Newcomers: All Souls will welcome and engage 36 new people (3 per month) in the life of the parish in the coming year.
- B. Finances: By 2027, All Souls will no longer rely on a draw from its endowment for its annual operational expenses, except to pay for the rector's housing allowance. All Souls will reduce the monthly draw from the Endowment by at least a third in 2026.

- C. Building: By May 2026, All Souls Parish will hire the requisite professional services firms to evaluate the condition of the building, develop a plan to improve its deficiencies, and optimize its maintenance, in order to decrease the amount of time parish volunteers spend managing it.

Building Committee: ACTION ITEM - Vestry approved administrative heating system improvements: \$2000. Spadaro: approve up to \$6000 to diagnose, repair and fix. The system will need to be drained first.

Contract issues with Trimark HVAC were discussed.

Other business: 100 visitors since January 2023. 36% have departed but 43% are now enrolled and involved. Vestry members were assigned newcomers for further welcome and follow up.

Mother Sara added to her report that she was invited as the keynote speaker to Santa Maria Latino church in Fall Church to their first ever Women's Tea (*Te de Damas*). She spoke in Spanish about our self-esteem as women and the Bible's support of women as leaders chosen by God.

Closing prayer (Jeff Wells) and adjournment.