

ST. JOHN'S VESTRY AGENDA
TUESDAY, October 21, 2025
SMOOT CONFERENCE ROOM AND VIA ZOOM
6:45 p.m Fellowship :: 7:00 pm Meeting

Snacks, Drinks and Fellowship

Introduction

- Opening Prayer
- Community - Updates/Good News Stories

Information

- Attendance-Tim Barwick
- Minutes of September 2025 Meeting
Approval of the minutes of the meeting of 09/16/2025 are submitted for review and are approved without a vote unless an objection is made or amendment is proposed before the meeting.
- Financial Report- Greg Stayin
 - Review of September 2025 Financials [VOTE]
- Property Management- Tim Barwick
- Fellowship Report-Katherine Haskell
- Stewardship Report-Shelli Bushman
- Associate Rector's Report- Rev. Andrew Moore
- Rector's Report- Rev. Josh Armstrong-Walters

New Business

- Proposal for Property Condition Assessment and Maintenance Improvements Plan [VOTE]

Old Business

Closing Prayer and Adjournment

The meeting will adjourn with closing prayer without a vote unless an objection is made.

Important Dates:

- **Saturday, October 25:** Piano Dedication Concert 16:00
- **Sunday, October 26:** Trunk or Treat at 17:00-18:00
- **Sunday, November 2:** All Saints' Sunday
- **Sunday, November 9:** Choral Evensong at 17:00
- **Sunday, November 16:** Supper Church at 17:00

ST. JOHN'S EPISCOPAL CHURCH VESTRY MEETING

TUESDAY, September 16, 2025 - 7:00PM

IN THE SMOOT CONFERENCE ROOM AND VIA ZOOM

ATTENDEES

Vestry members participating included the Reverend Joshua Armstrong-Walters, Rector, and Chair, and:

- Osmar Abib
- John Brown (not present)
- Shelli Bushman (Zoom)
- Lauren Chewning (Zoom)
- Jeff Cimbalo
- Katherine Haskell (Zoom)
- Margaret Kerfoot (Zoom)
- Sarah Lang
- Mary Martin (Zoom)
- Mike Murphy, Junior Warden
- Molly Nesline
- Nancy Simon
- John Stacey (Zoom)
- Kevin Swanson, Senior Warden
- Kathleen Tregoning

Also participating were:

- Rodney Page, Chancellor
- Greg Stayin, Treasurer
- Andrew Moore, Assistant Rector (Zoom)
- Tim Barwick, Parish Administrator (Zoom)

INTRODUCTION

- Opening Prayer
- Around the Room - Personal News Shared
- Minutes for the August 25th, 2025 Meeting were approved.

REPORTS

Treasurer's Report (Greg Stayin)

See Vestry Packet.

Decision: The Vestry voted to approve the August 31st Financial Statements.

Property Report: (Tim Barwick)

See Property Report in Vestry packet.

In addition to the Report, Katherine asked Tim to look into installing a disposal in the kitchen sink.

Decision: The Vestry voted to approve the Property Report.

Fellowship Report: (Katherine Haskell)

Kick-off Sunday was well-attended in spite of the fact the event had to move inside due to rain. Katherine thanked everyone who helped to make the day a success. Attendance was estimated at 250+.

Stewardship Report: (Shelli Bushman)

The Stewardship Committee has added some new members and will continue to be led by Shelli Bushman. New members are Lauren Chewning, Sarah Lang, Jeff Cimbalo, and John Brown.

The 2026 Pledge Campaign kicks off on October 19th.

Rector's Report: (Josh Armstrong-Walters via email; no live notes)

- “Soft Start” of Program Year: Aug 24
 - Backpack Blessing
 - Baptisms
- Kick-Off Sunday
 - Pivot inside—something for future Years?
 - THANK YOU to KH and many hands and contributors
- Start of Program Year
 - Our number of volunteers in choir has doubled: at least one volunteer in every part
 - Sunday School is fully staffed with returning faces
 - Youth Group kicked off—open up to neighboring Parishes
 - An Adult Education offering every week.
 - First of two new worship offerings is this Sunday
- New Faces
 - Young adults
 - Young couples
 - Older Adults
 - New to the Community
- Diocesan Ordination This Saturday—both an honor and an offering.
- Facing Capital Expenses
- Political season—on edge
 - How can we be of service?
 - How to disagree without being disagreeable... how to focus on what binds us together?

Assistant Rector's Report (Andrew Moore via e-mail; no live notes)

Formation

- Everything kicked off very well this last Sunday. At least 10 children in each of the three Sunday School classes. The shifts in the ages for the classes seems to be appropriate.
- Sunday Forum started with a good crowd and a very engaging presentation on holy relics.

- Fourth Sunday Study – Women in the Bible. On fourth Sundays we are introducing a new lay-led adult formation opportunity. Using materials from the Yale Bible Study this will run through the program year. Rodney Page, Kevin Swanson and Kim Clark Pakstys are organizing.
- Wednesday Bible Study begins tomorrow – Genesis for Normal People running through October.
- Faith & Film – great first session last week. Up next – Wednesday, October 8 – Weapons of the Spirit

Supper Church:

- Have approximately 30 people already signed up already. Please come! The format and flow of the evening will likely evolve based on what participation is like. We'll be making adaptations as we go along.
- SJEC is providing the meal (simple, simple, simple!) this month with several volunteers helping. The goal is to have different teams of volunteers take the lead in different months.

Ordination

- Thank you to all of you who have volunteered to help. The goal is to have you stationed at entrances and on each floor to help direct visitors to the church, the gathering rooms for clergy, restrooms, etc. I'll send out some more details on Thursday.

OPEN FORUM

Old Business:

- Endowment Committee continues work on the Awareness Campaign, which will be communicated sometime after the Stewardship Campaign. (Osmar Abib)
- Comments were made regarding the Newcomer Brunch that was held at Martha High's house on August 24th. It was a great way to welcome new parishioners in an environment other than on church property. This event should consider something like this for newcomers on a regular basis. (Kathleen Tregoning)
- WIF Wine and Cheese event was successful. The social setting allowed for lots of conversation and an opportunity to communicate what to expect if you would like to attend a WIF meeting. (Molly Nesline)

New Business:

- Josh thanked everyone who offered support. Congratulations on his name change to Armstrong-Walters.

CLOSING

- Closing Prayer

DECISIONS CONSOLIDATED

1. Minutes for the August 25, 2025 Meeting were approved.
2. Approved the August Financial Report.
3. Approved Property Report

ITEMS REQUIRING ATTENTION / FOLLOW UPS CONSOLIDATED

1. Sign up to be a Vestry host for Coffee Hour (All)
2. Please make your 2026 pledges when the campaign kicks off on October 19th. (All)
3. Sign-up to attend one of the Harvest Gatherings. (All)

DATES TO REMEMBER

- **September 20th:** Fall Ordination of the Priesthood
- **September 21st:** Supper Church
- **September 28th:** Sandwich Sunday
- **September 28th:** Men in Faith BBQ
- **October 5th:** Blessing of the Animals
- **October 12th:** Second Sunday Evensong
- **October 16, 17, 18th:** Harvest Gatherings
- **October 21st:** Vestry Meeting
- **October 25th:** Dedication Concert for Murphy Sanctuary Piano

Treasurer's Report

September 30, 2025 Financial Statements

Our financial picture continued its trend of improving compared to plan in September. Look how our year-to-date Net (Revenue minus Expenses) has improved compared to budget over the last three months:

July YTD Net:	\$89k behind budget
August YTD Net:	\$47.7k behind budget
September YTD Net:	\$30.9k behind budget

That is a great trend fueled primarily by contributions exceeding current month budget in miscellaneous income. We took the draw from the endowment in August, and we received a significant gift in September (from a member that has consistently provided a non-pledged gift each fall). Let's hope this trend continues or, at least we don't lose any more ground.

I have provided some additional Revenue and Expense highlights below.

REVENUE

- **Pledges** are within \$4k in the current period and \$7.6k year-to-date budget.
- **Non-pledge** giving is within \$1k in the current period and the year-to-date budget.
- **Miscellaneous** Income is significantly more than budgeted for the current month (+\$19k) and about \$1.5k below budget year-to-date.
- The **total revenue** is about \$14k better than budget in the current period and year-to-date is about \$10k behind plan.

EXPENSE

On the expense side, in the current period, we are under budget in all categories other than Diocesan Support and Admin/Communications. For September, we are under budget by about \$3k.

YTD we are about \$21k over budget, which is a slight improvement from last month.

Balance Sheet Highlights:

Cash Position:

1. The September Operating Account balance is \$558,732 which is about \$22k less than August.
2. The September Designated Account balance totaling \$460,069 is about \$18k more than August (due primarily to a memorial garden contribution).

Designated Funds Consolidation

As approved by the vestry last year, we will consolidate some of the designated funds. As a first pass, we have identified 10 funds to be consolidated.

1. The following funds will be consolidated into the existing Contingency Reserves fund:
 - A general contingency fund
 - The 150th Anniversary Book Fund
 - The Arts at St. John's Fund
2. The Appreciation Fund will be consolidated into the Rector's Discretionary Fund
3. The Music Endowment Fund (That is not part of the music endowment.) will be consolidated in the Music Fund.
4. The Memorial Garden Fund will be consolidated into the Columbarium/Memorial Garden Fund.
5. The following funds will be consolidated into a new fund we will call Missions Fund (as these funds are outwardly facing and can benefit general missions work like the DR, but not exclusive to the DR):
 - CLP Leadership Club Fund
 - Scholarship Fund
 - Sages Fund
 - Community Support - Coronavirus (COVID-19) Fund

Designated Funds	Balance as of 9/30/25	Delete Fund and Transfer Balance to this Target Fund	Available for Property After Transfers	Available for Missions After Transfers
399.101 Property Reserve Fund	100,000		100,000	
399.155 Contingency Reserves	63,092		63,092	
Contingency Fund	10,090	399.155 Contingency Reserves	10,090	
399.016 150th Anniversary Book Fund Balance	2,332	399.155 Contingency Reserves	2,332	
399.007 Arts at St. John's Fund	50	399.155 Contingency Reserves	50	
396.098 Appreciation Fund	933	380.000 Rectors Discretionary Fund		
345.000 Music Endowment Fund	1,146	397.000 Music Fund		
385.000 Memorial Garden Fund	45,319	399.555 Columbarium/Memorial Garden Fund Balance		
391.000 CLP Leadership Club Fund	8,171	New - Missions Fund		8,171
391.001 Scholarship Fund	9,113	New - Missions Fund		9,113
395.000 Sages Fund	1,859	New - Missions Fund		1,859
399.600 Community Support - Coronavirus (COVID-19)	4,000	New - Missions Fund		4,000
343.000 Pilgrimage Fund Balance	946			
360.000 Memorial Fund	29,465			
380.000 Rectors Discretionary Fund	28,304			
380.001 Rector's Disc.-Comm. Alms Fund	22,243			
381.000 Assist Rector Discretionary Fund (1)	3,438			
383.000 Asst. Rector- Discretionary Fund (2)	5,130			
390.000 MacNamara Garden Fund	13,603			
394.000 EYC Fund	5,941			
397.000 Music Fund	31,561			
399.100 Special Collections	40,145			
399.200 Missions Drive of the Month Balance	2,005			
399.400 Sponsored Property Improvement	-962			
399.555 Columbarium/Memorial Garden Fund Balance	42,236			
Sabbatical Fund	5,392			
			\$ 175,564	\$ 23,143

Treasurer's Report (Monthly Operating Income Expense)

As of September 30th, 2025 compared to September 30th, 2024

	2025		2024		2025		2024	
	Current period	Current budget	Current period	2024 budget	YTD Actual	YTD Budget	YTD Actual	YTD Budget
PLEDGES / NON-PLEDGE COMMITMENTS	54,544	58,774	70,131	56,213	842,083	849,730	847,937	834,142
NON-PLEDGE GIVING	3,557	4,487	6,647	4,207	45,097	46,069	38,309	54,367
MISC INCOME	35,168	16,013	16,826	7,659	142,656	144,117	109,710	68,929
TOTAL REVENUE	93,269	79,274	93,605	68,079	1,029,835	1,039,916	995,956	957,438
ADMINISTRATION & COMMUNICATION	12,393	8,402	13,589	8,477	84,262	77,117	73,977	76,292
CHRISTIAN EDUCATION	1,079	412	385	559	4,946	3,703	3,973	5,035
DIOCESAN SUPPORT	9,910	8,642	7,863	7,863	90,190	78,774	70,767	70,763
FELLOWSHIP PARISH LIFE	1,267	1,497	1,497	1,064	14,163	13,469	8,912	9,577
MISSIONS	687	1,174	525	1,183	2,782	10,568	3,452	10,644
INTEREST EXPENSE ON DEBT	-	-	24	77	-	-	721	696
PASTORAL MINISTRIES	-	-	-	33	-	-	47	300
PROPERTY	8,649	11,522	14,791	9,809	109,806	103,701	89,191	88,278
STAFF / PROFESSIONAL SERVICES	72,402	73,681	66,904	67,042	659,566	663,127	610,815	603,374
WORSHIP	4,955	8,720	3,603	9,044	84,131	78,481	62,302	76,137
TOTAL OPERATING EXPENSES	111,342	114,049	109,181	105,151	1,049,846	1,028,939	924,158	941,097
GAIN / LOSS ON STOCK	(5)	-	(11)	-	(24)	-	(102)	-
TOTAL EXPENSES	111,338	114,049	109,170	105,151	1,049,821	1,028,939	924,055	941,097
Net	(18,069)	(34,776)	(15,565)	(37,072)	(19,986)	10,977	71,901	16,341
ADDITIONAL ITEMS:								
DEBT SERVICING COST (PRINCIPAL PORTION)	-	-	(4,326)	(4,326)	-	-	(38,426)	(38,426)
ERC Credits	-		-		-		-	
MONTHLY NET CASH INFLOW (OUTFLOW)	(18,069)	(34,776)	(19,891)	(41,398)	(19,986)	10,977	33,475	(22,084)

St. Johns Episcopal Church
Balance Sheet
As of September 30, 2025

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
100.012 Operating	558,732.12
100.013 Operating (Contingency/Sabbatical)	15,481.39
100.014 Advanced Pledges	59,144.61
100.016 Operating (Designated)	460,069.49
Endowment Funds.	
103.120 Fidelity Brown Advisory Managed Endowment	1,255,643.07
103.150 Fidelity Brown Advisory Music Endowment	120,264.81
Total Endowment Funds.	\$ 1,375,907.88
Total Bank Accounts	\$ 2,469,335.49
Other Current Assets	
130.000 Prepays	6,835.00
Total Other Current Assets	\$ 6,835.00
Total Current Assets	\$ 2,476,170.49
Fixed Assets	
150.000 Buildings	7,796,630.13
160.000 Furniture & Fixtures	236,353.77
Total Fixed Assets	\$ 8,032,983.90
TOTAL ASSETS	\$ 10,509,154.39
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
200.000 Accounts Payable (A/P)	3,651.87
Total Accounts Payable	\$ 3,651.87
Other Current Liabilities	
215.000 Prepaid Pledges	59,144.61
245.000 Pension Fund Payable	999.97
297.000 Accrued Expenses	20,988.52
Total Other Current Liabilities	\$ 81,133.10
Total Current Liabilities	\$ 84,784.97
Total Liabilities	\$ 84,784.97
Equity	
Contingency/Sabbatical Funds	
399.299 Sabbatical Fund	5,391.67
399.300 Contingency Fund	10,089.72
Total Contingency/Sabbatical Funds	\$ 15,481.39

St. Johns Episcopal Church

Balance Sheet

As of September 30, 2025

Designated Funds

343.000 Pilgrimage Fund Balance	945.93
345.000 Music Endowment Fund	1,146.19
360.000 Memorial Fund	29,464.60
380.000 Rectors Discretionary Fund	28,304.29
380.001 Rector's Disc.-Comm. Alms Fund	22,243.43
381.000 Assist Rector Discretionary Fund (1)	3,438.11
383.000 Asst. Rector- Discretionary Fund (2)	5,130.01
385.000 Memorial Garden Fund	45,318.51
390.000 MacNamara Garden Fund	13,602.64
391.000 CLP Leadership Club Fund	8,171.00
391.001 Scholarship Fund	9,113.14
394.000 EYC Fund	5,940.73
395.000 Sages Fund	1,859.29
396.098 Appreciation Fund	932.63
397.000 Music Fund	31,560.94
399.007 Arts at St. John's Fund	50.00
399.016 150th Anniversary Book Fund Balance	2,331.53
399.100 Special Collections	40,144.87
399.101 Property Reserve Fund	100,000.00
399.155 Contingency Reserves	63,092.45
399.200 Missions Drive of the Month Balance	2,004.69
399.400 Sponsored Property Improvement	-961.75
399.555 Columbarium/Memorial Garden Fund Balance	42,236.26
399.600 Community Support - Coronavirus (COVID-19)	4,000.00

Total Designated Funds	\$	460,069.49
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Endowment Funds

330.000 Fidelity Endowment Fund	1,255,653.07
335.000 Fidelity Music Endowment	120,284.81

Total Endowment Funds	\$	1,375,937.88
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Retained Earnings	1,325,568.30
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Unrestricted Funds

300.000 Operating Fund	7,266,928.67
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Total Unrestricted Funds	\$	7,266,928.67
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Net Income	-19,616.31
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Total Equity	\$	10,424,369.42
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TOTAL LIABILITIES AND EQUITY	\$	10,509,154.39
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St. John's Episcopal Church - McLean VA
Consolidated Fund Activity Report for September 2025

Account Name	Beg Balance	Receipts	Disbursements	Transfers/JE's	Ending Balance
150th Anniversary Book Fund Balance	2,332	-	-		2,332
Appreciation Fund	933	-	-		933
Arts at St. John's Fund	50	-	-		50
Assist Rector Discretionary Fund (1)	3,438	-	-		3,438
Asst. Rector- Discretionary Fund (2)	5,130	-	-		5,130
CLP Leadership Club Fund	8,171	-	-		8,171
Columbarium/Memorial Garden Fund Balance	42,236	-	-		42,236
Community Support - Coronavirus (COVID-19)	4,000	-	-		4,000
Contingency Fund	10,090	-	-		10,090
Sponsored Property Improvement	(962)	-	-		(962)
EYC Fund	5,941	-	-		5,941
Fidelity Endowment Fund	1,158,471	97,183	-		1,255,653
Fidelity Music Endowment	118,528	1,756	-		120,285
MacNamara Garden Fund	13,603		-		13,603
Memorial Fund	29,593	100	228		29,465
Memorial Garden Fund	25,616	20,000	297		45,319
Missions Drive of the Month Balance	2,005	-	-		2,005
Music Endowment Fund	1,146	-	-		1,146
Music Fund	32,766	-	1,205		31,561
Operating Fund	7,622,784	93,269	111,338		7,604,715
Pilgrimage Fund Balance	946	-	-		946
Rector's Disc.-Comm. Alms Fund	22,243	-	-		22,243
Rectors Discretionary Fund	28,304	-	-		28,304
Sabbatical fund	5,392	-	-		5,392
Sages Fund	1,859	-	-		1,859
Scholarship Fund	9,113	-	-		9,113
Special Collections	39,980	1,876	1,711		40,145
Property Reserve Fund	100,000	-	-		100,000
Contingency Reserves	63,092	-	-		63,092
Total	<u>9,357,169</u>	<u>214,184</u>	<u>114,779</u>	<u>-</u>	<u>9,456,203</u>

****Rectory Bathroom****

Almost finished, waiting for shower glass door.

****Community Room (formerly Children's Chapel)****

We have discovered a mold problem in this room caused by bad grading in an outside area adjoining that wall. This problem was present but unseen for several years. Last month we approved starting on the job pending a review with our advisor. After consulting with our advisor, we've increased the water protection, we're replacing 4" diameter drain lines with 6", and we're also going to put a camera down the drain to map out our entire drainage system and clear out any blockages. Work will be starting in a few days.

****Woodland Chapel****

Work has started extending the memorial garden. The ground has been cleared. We're going to use a company that will provide us with a map of native plantings for the area; this map is being funded by a donation. Generally, we are financing this project through the Memorial Garden Fund and donations. Penny Morrill and Deborah Page are key movers on this project.

****Elevator Noisy when passing main floor****

Unfortunately, this is still a problem. The issue was larger than expected, and we're waiting for a larger crew to be assigned. The elevator is fine, just noisy.

****Security: Cameras/Doors****

We've spec'd out camera system requirements. Deciding which plan to recommend.

****Shears Hall****

We've just received a price of \$20,000 to repair the marmoleum. Although the work can probably be done between Sundays, we will probably wait until the new year to start. Deborah Page is leading the way managing this project.

****Hardwood Floor Donation****

We've been offering 3,000 square feet of hardwood flooring. The team that's working on the Shears Hall flooring is also looking at the best way we can utilize this flooring. We're looking to use this donation to replace the flooring on the raised area at the front of the worship space. While the donation is not suitable for the main floor in the worship space, we are pricing refinishing that floor as well.

****Shears Hall Patio****

Working on timing.

****Water Crisis of the Week:****

Last Saturday, Karl arrived before a funeral to find that water was coming into Margaret Kerfoot's classroom from above. We looked at the problem and found that water was leaking from the water fountain on the top floor and running down the pipes into the classroom. We turned the water off and mitigated the damage in the room (ie wet vac and trash bin). Some ceiling tiles in the classroom need to be replaced, and the fountain is currently out of order.

Proposal for Property Condition Assessment and Maintenance and Improvements Plan

For Vestry discussion and action on October 21, 2025

Summary: To address current and anticipated physical repair and maintenance needs of the St. John's physical facilities, it is recommended that the services of an independent engineer be retained to inspect the church building and grounds. The engineer will provide a Property Condition Assessment (PCA) including a schedule for expected repair or replacement items ranked on a priority basis. The Vestry should adopt a Maintenance and Improvement Plan (Plan) for needs identified in the PCA as well as a funding plan to pay for the work. Implementation of the Plan, as adopted by the Vestry, will be managed by a Planning Sub-committee of the Vestry.

Background: A series of physical plant emergencies has required unanticipated expenses for repairs or replacements in the church building and grounds. Recent issues include ground water infiltration in the building, elevator malfunctions, and deterioration of the flooring in Shears Hall and the patio area outside of its entrance. Some repairs, such as correcting the mold in a classroom and replacing lamps in the parking area, have been or are being met with *ad hoc* funding and volunteer efforts. The parish has limited funds available for property work in its contingency accounts. Because of the age of building components, it is reasonable to assume new issues will emerge. There is a need to determine and prioritize our spending needs over several years and to identify funding strategies.

What is a PCA?: A property condition analysis or assessment is an evaluation of a property's physical components, systems and documentation to identify deficiencies and estimate future repair and maintenance costs. Published professional standards and guidelines govern this procedure, which is frequently used for commercial buildings by owners, buyers, lenders and others to inform financial and investment decisions. The components of the building to be evaluated will include roofing, mechanical and electrical systems, safety and fire protection systems. We expect to direct attention of the inspector to ground water infiltration issues, the parking lot and other specific items we have already identified.

Who will perform the PCA?: Proposals have been obtained from two Northern Virginia engineers with experience conducting PCA inspections. After interviews with the Wardens and Chancellor, the recommendation is that Biller & Associates LLC of Ashburn be retained at a cost of \$7,540. We expect the report to be available within a week of the inspection, which can begin soon after a Vestry decision.

Will the Rectory be included? We do not plan to incur the additional cost of conducting a PCA for the Rectory at this time. Because of recent experience with repair and renovation issues in the Rectory, however, it is reasonable to expect the

planning process should address needs for funding further renovation in the home in the coming years.

What is the Planning Process?: With the PCA as a guide, the Vestry should be able to develop a Plan for property repairs and replacement before the end of the 2025-26 program year. The plan should project a schedule for addressing the anticipated physical needs over at least a 5-8 year period. At the same time, the Vestry and leadership should develop a funding plan to match the needs. Funding may include budgeting for maintenance and creating or adding to reserves; solicitation of specific gifts or in-kind contributions; and/or a capital campaign fashioned to meet identified needs.

What is the role of the Vestry?: The Vestry have canonical responsibility for maintaining the church property and will have final authority to guide the process, budget for and fund the plan, and make decisions on expenditures. It is recommended that a Sub-committee be appointed to supervise development and implementation of the Plan, consisting of the Senior Warden (Kevin Swanson), Junior Warden (Mike Murphy), a designated Vestry member (Kathleen Tregoning), with rotation of those positions as needed over time. The Rector, Parish Administrator, Treasurer, and Chancellor shall also participate. The Vestry shall continue to be responsible for addressing property issues that arise in the ordinary course, outside of or in addition to the Plan, as is currently the case with specific water infiltration and Rectory repair issues.

What is the role of Parishioners? Successful implementation of the plan and its funding require the support of the congregation. The Vestry should invite comments on the Plan and have a robust communications strategy to ensure that support.

What action should the Vestry take at this time? The Vestry is requested to approve the retention of Biller & Associates LLC to prepare a report and to appoint the Planning Sub-committee. Upon receipt of the PCA, preparation of the Plan will begin.

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