**Evening Prayer** at 6:40 p.m. was led by the Rev. Noelle York-Simmons

**Attending**
Clergy: Noelle York-Simmons, Lauren Banks
2022: Marilyn Bromley, Bob Cady, Carol Donlan (Sr Warden), Mary Dixon Hutcheson
2023: Betsy Hahn, Brett Levanto (Jr Warden), Liz Nelson, Anne Ramsey
2024: Sean Dalton, John Grey, Elizabeth Trigg, Libby Witt
Others: Ed Mills, Anne Richardson

**Call to Order and Opening Prayer**
The Rev. Noelle York-Simmons called the meeting to order at 7:00 p.m.
Carol Donlan offered the Opening Prayer.

**Stewardship Report – Anne Richardson**
We have 299 pledges in, just under $1,300,000. About two-thirds of returning pledgers have increased their pledge by 10 percent. The most likely projection of total pledges is $1,450,000. We will receive some pledges in January. The Stewardship Committee and other volunteers, including the vestry will reach out to parishioners who have not pledged yet.

**Treasurer’s Report – Ed Mills**
Offerings increased in November and are expected to rise in December. Supporting revenues are below budget. Total revenue for November was $225,855. Clergy and lay staff expenses were lower than budgeted. Total expenses were $152,820. November’s balance (revenue less expenses) is $73,035. The year-to-date balance is about $25,000, primarily due to forgiveness of the PPP (Payroll Protection Program). A positive end-of-the-year balance provides flexibility for the next year.

**Budget Presentation and Discussion – Ed Mills**
Income: Pledges are the biggest variable in the budget. Wedding income will likely be higher than last year. Ross revenue is the rent that has been negotiated. The other numbers are the same or similar to last year’s budget. Total income is projected to be $2,123,281.

Expenses: Highest expenses are salaries and benefits. Robbie Laughton’s salary and benefits were decreased by one month. Merit-based raises of $12,000 are included. Reducing the FA (Facility Assistant) staff from four to three saves $42,000. (The number of FAs will be revisited later in the year as on-campus activities increase.) The budget reflects the COLA (Cost of Living Allowance) of 1.99% used by the Diocese. Increases in health insurance have been accounted for.

The Virginia Convention changed the formula for required annual parish donations to the Diocese to 10 percent of pledge and plate. The General Convention mandated that parishes support seminarians, which has been added to our budget. Another part of that component
provides for rectors to donate to their seminary alma maters. The FY18/19 audit will be completed this year.

Technology refresh/upgrades are not included in IT maintenance. Organ maintenance is not budgeted since there is a substantial warranty on the organ that covers most maintenance. Expenses total $2,178,609. Thus, the budget deficit is about $55,000. Ed answered questions from the vestry. He noted that besides comparing the 2022 budget to the 2021 budget, the Finance Committee also looked at performance to date.

Noelle noted staff compensation will need attention. Though the church’s great work culture has helped retain staff, salary and benefits are not competitive enough to truly compensate our people for their quality work.

Carol Donlan moved to continue discussion of the 2022 budget at the January meeting and to vote on the budget then. Betsy Hahn seconded. The motion passed.

**Worship Report/Covid – Noelle York-Simmons**
Given the rise in local Covid 19 cases, Noelle is re-examining Christmas Eve plans (only three days away). She discussed three options: 1) stay with the current plans (people decide what the risk is to them); 2) limit the number of people in the church; and 3) have services online. The decision is Noelle’s, and she said she will likely stay with the current plans.

**Rector’s Report – Noelle York-Simmons**
Robbie Laughton’s application is moving along.

The Properties Committee did a great job in Pouyan Meghdadian’s absence. Noelle met with Pouyan and the FAs to discuss the way forward. The Christmas pageant has been moved to January and will be an Epiphany pageant.

A vestry retreat is scheduled for the evening of March 18 through lunch on the 19th at the Claggett Center in Maryland. The retreat will include orientation for new vestry members and “thinking together.” A women’s retreat, led by Lauren Banks, will be the next weekend, Friday to Sunday morning at Claggett. The annual Shrine Mont parish retreat will be June 18-20. Liz Nelson and Noelle are planning a parish pilgrimage to Santiago via the Spanish coastal route of the Camino de Santiago, June 21-30.

**Warden’s Report – Carol Donlan and Brett Levanto**
Carol: We are so happy to see Lauren Banks celebrating the Eucharist and delighted that she is our priest.

Brett: The early stages of the website overhaul are underway. Gathering info on what makes a good website. Send ideas to Meredith Bracco or Brett. We are short on ushers for Christmas Eve, so look for ways to assist the ushers if necessary.
Consent Agenda – Carol Donlan
Bob Cady moved that the November vestry meeting minutes be approved as corrected; Brett Levanto seconded. The motion passed and the minutes are accepted.

Announcements & Upcoming Events
• Vestry Meeting - January 25, 2022
• Annual Meeting –February TBD
• Vestry Retreat at Claggett - March 18-19, 2022

Mary Dixon Hutcheson appreciated the organ demonstration given by Jason.

Closing Prayer
Sean Dalton read “The Shortest Day,” a poem by Susan Cooper and offered the closing prayer. The meeting adjourned at 8:55 p.m.