Christ Church Vestry Meeting
February 22, 2022 – via Zoom

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: Jilinda Crowley, Robbie Laughton (part of the time), 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.
Sean Dalton offered the Opening Prayer.

Introduction to Robbie Laughton – Noelle York-Simmons
Robbie Laughton joined the Zoom meeting for an informal conversation with the vestry. Robbie left the meeting after he was introduced to the Vestry.

Lauren Banks’ Housing – Noelle York-Simmons
Lauren requested her housing allowance be changed to $45,000. This does not affect Lauren’s salary or the church’s budget.

Brett Levanto moved that Lauren’s housing allowance be changed to $45,000, pending any necessary update to the amount. Betsy Hahn seconded. The motion was approved.

Worship Report/Covid – Noelle York-Simmons
Beginning this Sunday, January 30, worship will be in the church, with the same schedule of services and programming as before the Covid close. The 10 a.m. service will be streamed online. Masks are required inside the church and church buildings. We assume parishioners will make appropriate decisions about whether to attend an event in person, especially if they are sick.

The dedicatory organ concert will be this Sunday at 7 p.m. The church will be crowded, so not appropriate for those seeking a low Covid-risk environment. All donors will be acknowledged at the dedication of the Bromley organ.

Noelle is considering Verna Dozier’s The Dream of God for the Lent book study.

The staff has planned activities for the next two months. To provide something for everyone’s comfort level, offerings will be in various formats—Zoom, streamed, and in-person small and large groups.
**Fowler House Report – Noelle York-Simmons**

Per the Canons of the Diocese, the parish must vote to approve any action when church property changes hands (given or sold). The resolution passed in 2018 included a requirement that the parish would retain 10,000 sq. ft of the 118 N. Washington St. property. This requirement has been taken out of the new resolution to provide more flexibility in negotiating a contract with a developer. As in 2018, the updated resolution transfers some of the density rights of the churchyard to the developer, providing more flexibility for how the 118 N. Washington St. property may be used. The small change removing a specific square footage to be retained by the church does not impact the primary purpose of the original resolution but must be voted on.

A vote on the new resolution is planned during the annual meeting which will be held on March 6 in the church after the 10 a.m. service. Noelle will investigate if it can be a hybrid meeting (i.e., both in-person and live-streamed); a hybrid voting system would be required. To reduce the time for questions and discussion about the new resolution during the annual meeting, two information/discussion sessions will be held ahead of time. The new resolution will be provided ahead of time.

Chris McMurray, Jim Coakley, and John Weaver are working with Paul Hanafin, who specializes in commercial property development, as our agent. Several entities have shown interest in the 112 Washington St. property.

**Stewardship Report – Anne Richardson**

We have had a successful campaign. To date, we have 337 pledges for $1,387,000. Based on experience, we still expect some pledges to be made. The Stewardship Committee and members of the Vestry contacted 65 people over the past week to encourage these parishioners to send in their pledge cards. Based on knowledge of those who have not yet pledged, $1,450,000 remains in reach for the campaign.

**Treasurer’s Report – Jilinda Crowley**

Revenue was $254,000 better than budgeted, mainly driven by the $217,000 forgiveness in PPP (Payroll Protection Program), but also Offerings that were nearly $92,000 better than expected Ministries expenses were in-line with the budget. The Outreach/Mission (O/M) line was more than the budgeted O/M because gifts were higher than budgeted. Total Salaries & Benefits were $79,000 less than budgeted, mainly driven by fewer clergy on staff. Parish House costs were $11,500 over budget, mainly driven by higher utilities across the board. G&A (General & Administrative) costs were $33,000 below budget, with lower office supplies, audit fees, and communication costs. Total expenses were $100,000 below budget. Revenue exceeded expenses by $229,000, versus a forecasted deficit of $124,000. The $229,000 balance will be added to the Reserve Fund. Overall revenue was $254,000 higher, and expenses were $100,000 lower than budgeted for a net improvement vs budget of $354,000.

Bob Cady suggested that we should consider paying off the final $25,000 organ loan. Noelle will discuss the idea with the wardens. Since the amount is greater than $10,000, the vestry would have to vote on it at the February meeting.
Budget Discussion and Vote – Ed Mills
Changes from last month’s draft budget were discussed. 1.) Under Revenue, the Non-pledging line was increased, and the Pledge line was decreased based on updated information. 2.) Under Expenses, the COLA (cost of living adjustment) was increased to the government COLA of 2.7 percent; minor increases were made in FICA/Medicare and Communications adjustments; Seminarian Support will be split with a designated fund for Faith Formation; and part of the Contract Maintenance cost will be covered by the Properties Committee through its regular Foundation funding. The budget includes a $60,000 deficit—half of what was approved last year. The budget is based on what we expect to happen, using the best information available.

Ed Mills emphasized that Controller Stephanie Kelly is a very good steward of the funds. As for the next year: the gas rate has been locked in; the staff is mindful of the lean budget. The maintenance contract uses 2022 numbers; health care expenses reflect increases in that market; and compensation for inflation is reflected in the COLA and in some staff raises.

Sean Dalton moved to adopt the 2022 budget as provided by the Finance Committee. Brett Levanto seconded. The vestry approved the budget.

Rector’s Report – Noelle York-Simmons
A vestry retreat is scheduled from the evening of March 18 through lunch on March 19 at the Claggett Center in Maryland. Lauren will lead a Women’s Retreat the following week at the Claggett.

In mid-February, Noelle will attend a meeting in Atlanta of the CEEP (Consortium of Endowed Episcopal Parishes). CEEP is useful for identifying resources and swapping ideas.

Noelle is seeking Lenten meditations (about 300 words) from vestry members.

We signed an $8,000 contract for a new website designer and host. The company that hosts our website is going out of business.

New digital phones have been installed. The phone system is internet-based, so calls from staffers’ personal cell phones over the new system will appear to be coming from the church phone number. This will allow staff to keep their personal cell phone numbers private.

Noelle thanked Liz Nelson for planning the parish pilgrimage to Cathedral of St. James in Santiago, Spain, June 21-30 via the Camino’s coastal route in Spain. The trip already is almost half full.
Warden’s Report – Carol Donlan
Carol urged all to read the Outreach and Mission report, which highlights Christ Church’s wide-ranging connection with other churches. The organ concert will be exciting. Read about guest-organist Nathan Laube and listen to his concerts on YouTube and PipeDreams.org.

Consent Agenda – Carol Donlan
Bob Cady moved that the December vestry meeting minutes be approved. Betsy seconded. The motion passed and the minutes are accepted.

Announcements & Upcoming Events
- Organ Dedication – January 30 at 7:00 p.m.
- Vestry Meeting – February 22
- Annual Meeting – March 6
- Vestry Retreat at Claggett – March 18-19
- Shrine Mont Parish Weekend – June 17-19
- Camino de Santiago trip - June 21-30

Closing Prayer
Libby Witt offered the closing prayer.
The meeting adjourned at 8:45 p.m.