

Approved Vestry Council Minutes

In-Person and Via Zoom

October 19, 2021

Present:

Mike Cherwa (RC 22)	Whitney McDaniel (E 23)
Bonnie Startt (E 24)	Andrea Whyte (E 22)
Matthew Wood (RC 23)	David Dickerson (E 24 via zoom)
Charlie Mills (E 23 via zoom)	Jackie Lucas (RC 22)
Joann Mancuso (RC 23)	Fr Mario Melendez (via zoom and in person)
Dc. Gary Harmeyer	Mike Meehan (Finance)
Julia Hatcher (Secretary)	

Absent:

Ana Crosby (RC 24)

Call to Order:

Whitney McDaniel called the meeting to order at 6:32pm with a prayer.

Spiritual Formation: Dc Gary lead reflection on Mark 10: 46-52

Approve Meeting Minutes from September 21st

Minutes were approved.

Finance Council Report: Treasurer – Mike Meehan (Treasurer)

Financial Update: September 2021

YTD Income:	\$ 200,780.09
YTD Expense:	\$ 181,380.03
YTD Excess:	\$ 19,400.06

September Income:	\$ 15,825.13
September Expenses:	\$ 22,802.00
September Net Income:	-\$ 6,76.87

FINCANCE REPORT

- Mike Meehan handed out three reports: one was a monthly report with a breakdown of major expenses and itemized restricted cash accounts; one was the committee budget report, so committee chairs can be aware of funds available to them; and the third was a copy of the ledger sheet from the parish accounting system showing all accounts.
- Financially speaking, we are staying relatively close to our budget (on the positive side we had an unexpected legacy gift, on the negative side we had the unplanned expense for a new HVAC system for the office and a new lawnmower).
- The Fall Fling was a great success on two accounts, it was a wonderful community builder and it brought in about \$2,730.

- Finance Committee is requesting input for any suggested categories that may need to be added to the Finance Report.
- Lynne Larson has done an amazing job organizing and tracking income and expenses.
- Because of a misinterpretation of the cleaning contractor's proposal, they were given a two-week notice of termination. A monthly bid had been requested from the competing cleaning contractors, the Bored Housewife's bid was a weekly amount, which was too expensive.

CLERGY REPORT

- Fr. Mario will continue with the coffee hours and other social events for fellowship.
- Fr. Mario will attend a clergy retreat at Chanco on October 25th to 27th.
- Fr. Mario has been invited to a conference in DC on Social Justice and Immigration, November 6th and 7th.
- Since October has five Sundays, Dc. Gary will include the theme of ecumenism in his homily on October 31st.
- We are expecting a good turnout of Episcopal and Catholic clergy for our 44th anniversary event Sunday, October 31st. The social hour will be from 3-4pm and the Evening Prayer Service will begin at 4.
- There will be a Synod of Catholic Bishops in 2023. Between now and then, there will be preparatory work at the grassroots' level to identify issues and solutions. Emails will be sent to keep members updated on its progress.
- Msgr. Raphael has settled in well and joins in social events like Manga Qui. If St Luke's has a large event or special service, they will combine their two services to one at 10.30am and hence he will not be able to attend our Catholic Mass.
- Bishop Susan Haynes is expected to attend our 44th anniversary celebration and service but in an unofficial capacity.

COMMITTEE REPORTS REVIEW

Fellowship

- Thanks to Finance Committee for providing budget balances. People are not signing up for fellowship after service: therefore, on weekends no one has signed up only coffee will be served.
- Mike Cherwa requested that we add text messages to the membership and outreach metrics as well as calls so we can track all communications.
- If any member is unable to make it to Sunday service and wishes to have Communion brought to their homes, please contact Dianne.
 - Action – Julia to add in Archive

Social Ministry

- Raised the question of the collection of ecumenical and membership outreach metrics and if we are continuing with it.
 - Action- Whitney to follow up and ensure it is continued
- Feedback from flyers: no new members have come, as of yet. A proposal was made to mail out another round of flyers prior to Advent.

Liturgy

- All Saints Day, November 1st, is normally a Holy Day of Obligation for Catholics, however, a recent rule change lifted the requirement for mandatory attendance at Mass

on some Holy Days that fall on a Saturday or Monday (which is the case with All Saints Day this year). As such, no Mass will be celebrated on November 1st.

Administration

- The playground is cleared but there is a pile of dirt and the old weed barrier in the parking lot that needs to be removed.
 - Action - David will investigate the cost to move dirt and liner
- Lamps have been purchased for the parking lot and will be installed.
- The grass has been cut and the prayer garden has been trimmed in preparation for the 44th anniversary.
- The Advent closet needs to be sorted and cleaned ahead of the Advent Season.
- Joann obtained a bid for the handicapped doors, but it was very high.
 - Action – Joann will seek additional bids.
- More pictures are requested for our Facebook page. Please send photos to Kelly Hormuth to post

UNFINISHED BUSINESS

Vestry Retreat

- VC retreat will be held Saturday, November 6th between 9am and noon. The session will be held in the sanctuary so VC and committee heads have room to spread out. Canon Lynn Farlin will be the retreat leader, assisted by Tom Frey. Snacks and lunch will be provided. The purpose of the retreat is to set goals for the coming year. Please RSVP to Dianne.
 - Action – Whitney to give head count to Dianne for retreat.

44th Anniversary

- The social hour is organized and will run from 3-4pm followed by Evening Prayer. We are hoping for a good turnout of clergy.
- There are plenty of drinks left over from the Fall Fling and food will be simple finger food following the diocesan guidelines for serving them.
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NEW BUSINESS

Virtus / Safe Church training for new members

- Both dioceses require members of their Vestry and Pastoral Councils to be Virtus or Safe Church certified. All VC members who are not currently certified will need to complete their certification by February 2022's meeting. Both courses are available online. Safe Church expires after 5 years but Virtus does not as long as you maintain the monthly updates.
 - Action – certify all Vestry Members

Member Portal

- Google Drive has been set up for the VC documents. Once we are used to it, it will start opening up to other parish members and added restricted files for VC members only. An email was sent to all VC members with details.
 - Action – please provide feedback to Matt

Administration committee project list tied to Stewardship

- The Admin Committee will start to list maintenance jobs that need to be completed around the church on the notice board in the hallway. If there is a job you are willing and

able to do, please sign up. Any assistance is appreciated and this process is part of being a “stewardship community”.

- Action – Give list to Dianne to post on Constant Contact

The National Council of Churches annual conference was held October 11-12.

- This is an ecumenical forum that several of the VC members attended virtually. If any members are interested, they can watch the proceedings on YouTube. UCC Christian Gathering held on 11 October and 12 October.

LARCUM

- Annual LARCUM conference will be held in Fredericksburg, on December 3rd and 4th. There will be in-person and virtual opportunities to attend this year’s conference.

Vestry Council Constitution allowing a 4/4 membership

- The wording of the Constitutional amendment allowing a 4/4 number of representatives instead of the current 5/5 needs to be clarified.
 - Action - Joann and Bonnie will work on the wording.

INFORMATION ONLY ITEMS:

- 2022 budget planning is in progress; financial audit of 2019 is still in progress.
 - Note until the 2019 financial audit is complete, we cannot apply for any Episcopal grants.
- Diocese of Southern Virginia is offering new 2022 medical benefits options for clergy.
 - Fr Mario will take advantage of this opportunity.
- October 31st during morning service there will be commissioning of VC members.
- Dianne will be off various days the last week in October and the 1st week in November for her daughter’s wedding.
- We want to continue with the attendance, Facebook Live and YouTube metrics that were started and will ask Kay Robbins to track online attendance.
 - Action – Ask Kay if she can provide this information.

ANNUAL RETREAT GOALS FOR 2020/21

Ecumenism Goal:

To educate current and future members of the Church of the Holy Apostles community about ecumenism, to increase understanding of why ecumenism holds special significance for our community; and to become a more visible ecumenical partner in the community.

Objective 1: Ensure that each member of the community is provided access to ready, updated resources, when needed and as available, to increase their knowledge and understanding of ecumenism.

Responsible Party: Ecumenical small committee and other community members, Christian Formation, Fellowship, Liturgy, and clergy

Objective 2: Increase visibility of Church of the Holy Apostles as an ecumenical/interfaith community through active representation and participation at ecumenical activities as sponsors/co-sponsors/active participants.

Responsible Party: Ecumenical small committee and other community members, Christian Formation, Fellowship, Liturgy, Social Ministry and clergy

Membership and Outreach Goal:

Continue to communicate Holy Apostles' mission, support our church members, and reach out to military and various groups to expand our Holy Apostles' community.

Objective 1: Ensure external communication outlets such as the website, Facebook, and YouTube receive content updates on a regular basis.

Responsible parties: Administration - Communications; Christian Unity

Objective 2: Reach out to HA members during the pandemic by calling, emailing, and/or sending cards and letters on a regular basis.

Responsible parties: Fellowship; Social Ministry; Vestry Council; Clergy

Objective 3: Reach out to local military and other local communities through focused advertising and by increasing participation in community events.

Responsible parties: Vestry Council, Administration – Communications; Social Ministry

Next Vestry Meeting: November 16 at 06:30pm

Adjournment was at 8:00pm with prayer

Julia Hatcher
Secretary
November 16, 2021