

**ST. ALBAN'S PARISH VESTRY MEETING**  
**Tuesday, April 20, 2010**

**Call To Order**

Interim Rector John Lawrence called the meeting of the Vestry to order in Nourse Hall at 6:40 with an opening prayer.

**In Attendance**

**Senior Warden** Kate Bouvé, **Junior Warden** Jim Sottile, **Treasurer** Christopher Holmes, **Secretary** Jim Tate, **Vestry members:** Nathalie Bramson, Ruth Cline, Bill Edgar, Chuck Holmes, Danette (Dani) Gentile Kauffman, Jennifer Martin, Eric Melby, Richard Parkins, Ann Ramsey Moor, Eve Zartman-Ball, and Oliver Eid (youth member), **Diocesan Delegate** Paul Brewster, **Clergy and staff:** Interim Rector John Lawrence, Rev. Jered Weber-Johnson, Douglas Dykstra (Director of Finance), Ron Hicks (Parish Verger), **Guests:** Cay Hartley and Adrian Loftin (Nominating Committee), Carol Wzorek (Search Consultant) and Mary Sulerud (Diocesan Canon for Deployment). Vestry members Andrea Farr and Keith Jones were absent.

**Special Presentations**

The Vestry heard a report by Canon Mary Sulerud on the rector transition process in the Episcopal Church. The entire process is frequently checked and reviewed by the Bishop, the Deployment office and the Search Consultant. When asked how long this process usually takes, Canon Sulerud replied that a year is considered a quick response between the time a Rector leaves and the issuance of a call.

A presentation was made by Search Consultant Carol Wzorek introducing herself to the Vestry and discussing roles during the upcoming call for a Rector. Ms. Wzorek made the point that the Search Committee recommends and the Vestry decides whom to call. Her role is assuring a proper process, not the making of decisions.

Senior Warden Bouvé distributed the Charge to the Search Committee used by the Vestry in 2005 for the search for a Rector, as well as a draft Charge to the Rector for the current Search Committee. She announced that the search committee plans to meet for the first time on Saturday, April 24<sup>th</sup>.

**Vestry Nominating Committee**

Vestry member Bill Edgar reported in Executive Session on a proposed slate of Vestry and Warden Candidates. The proposed slate of candidates was approved (note: this list was embargoed until announced). In the final list of candidates subsequently announced in the St. Alban's Chronicle, there remains only one candidate for Senior Warden. The absence of a second candidate was explained by stating that there were no experienced and qualified candidates willing to come forward. Ruth Cline commented that an additional name can be added to the proposed slate up to thirty days prior to the June 6, 2010 election. Because the date of the annual meeting was changed to June, which is the start of graduation and vacation time, an expanded absentee ballot procedure was proposed and accepted.

## Minutes of previous meetings

The Vestry **approved the minutes**, with corrections, of the February 2010 Vestry Meeting (moved by Nathalie Bramson and seconded by Eve Zartman-Ball) by unanimous voice vote. The March minutes are still being prepared by Andrea Farr so were not available for consideration.

## Treasurer's Report

Chris Holmes provided highlights from the Financial Summary of Operating Activity for the first quarter of 2010:

- An endowment of about \$470,000 from Margery Dunn was posted to the Endowment Fund in this quarter.
- **Income, year to date**, shows a variance of (\$23,512) from budgeted income.
- **Actual expenses are less** than budget projections for the quarter by \$22,006. Unanticipated utility and maintenance costs created a variance from budgeted Buildings and Grounds expenses.
- **Overall, Income-to-Expense variance** for the year to date is \$69,783.

The Treasurer's report was accepted (moved by Bill Edgar and seconded by Eric Melby) unanimously on voice vote.

## Junior Warden's Report (Jim Sottile)

- The Vestry had previously approved a budget of \$200,000 for the **handicapped ramp**. Jim reported that current estimates exceed that amount by about \$23,000. There is little opportunity to reduce the scope of the project. A final report with firm dollar figures is expected by next week at which time approval of an exact amount will be requested by email vote of the Vestry.
- The final cost of the **Nourse Hall Kitchen** was \$16,776. This is \$2,776 over the amount approved by the Vestry. The overage is largely attributed to unexpected modifications to an electrical panel. An additional charge of \$650 may be needed to do repairs to the floor. A total budget request of \$17,400 was approved by unanimous voice vote of the Vestry (moved by Danette Kauffman and seconded by Richard Parkins).
- Repairs are needed to the **Wisconsin Avenue doors to Satterlee Hall** costing about \$6,000. It was moved, seconded and passed unanimously by voice vote to budget \$10,000 for removal, repair, and replacement of the four Wisconsin Avenue doors, and to include the two doors on the East (Lynch Gate) side of the building.

## Senior Warden's Report (Kate Bouvé)

- Robin Rudd has volunteered to follow up on the planning meeting action items as part of an ongoing education project.

## Interim Rector's Report (The Rev. John Lawrence)

- Annemarie Stroud has accepted the position of Church Secretary. The Vestry is invited to come in to the office and meet her.

- The Interim Rector has met with the committee for the Spanish language Eucharist. This ministry is due for review by the Vestry in June. The Rector reported that this ministry has become not just an adjunct to the regular services held at St. Alban's, but rather has become an integral part of the St. Alban's family. The Rector invited the Vestry to come to future services of this Eucharist. He has also explored with the leaders of the Spanish language Eucharist ways for them to be better recognized in the community, including monthly columns in the Chronicle and meeting with the Vestry at their May meeting.
- The Spring Gala brought in an estimated \$17,000.

**Adjournment.**