

St. Francis Episcopal Church
Potomac Parish
Vestry Minutes
June 15, 2010

The Vestry convened on Tuesday, June 15, 2010 at 7:30 p.m. in the Kincaid Library, the Rector presiding. Vestry members present: Ms. Tozer, Mr. Wilson, Mr. Baker, Ms. Wallace, Ms. Austin, Ms. Tendall, Ms. Young, Mr. Bachman, Mr. Daly, Mr. Harper, Mr. Gardiner and Ms. Jillings. Not in attendance: Mr. Ellsworth and Mr. Jannotta. Also in attendance: Mr. Bassett, Ms. Riddle and Ms. Tabner Thayer.

The Rector opened with prayer.

APPROVAL OF MINUTES

The minutes of the May meeting were approved as distributed. Minutes will now be posted on the church website for parishioners to read.

FINANCIAL REPORT

Mr. Bachman distributed a year-to-date income statement (attached hereto), which shows that expenses are in line with budget. Mr. Bachman noted that pledge revenue is both under budget and behind the 2009 year-to-date figure. He will place a second reminder in *Sounds* about the importance of continuing to make pledge payments during the summer months, explaining the church's weekly costs.

COMMITTEE REPORTS AND UPDATES

Ms. Tendall distributed the growth task force's mission statement:

The strategic mission of the St. Francis Church Growth Task Force is to encourage spiritual growth of all individuals in our parish and its neighboring regions, bringing them closer to Christ. We will achieve our goal by working with the clergy, Vestry and standing committees of the church. The Growth Task Force will work tactically on projects which enhance and nurture fellowship among St. Francis members as well as those which attract and incorporate new members into our Christian community.

Ms. Tendall stated that the task force will work to support the New Members Committee.

Mr. Baker distributed minutes (attached hereto) of the most recent meeting of the task force on parish finances. Sarah and David Kuckelman will be this year's stewardship campaign chairs. Both the Rector and Ms. Wallace stressed the importance of having a professional assist with any future capital campaign. Ms. Tozer thanked both task forces for the extensive work they have done.

The Vestry thanked all of those who helped with the Parish Picnic, especially the WSF and Karen Schneider.

Mr. Wilson reported that he is continuing to work on proposals with St. Andrew's Episcopal School (SAES) about snow removal expenses. The Property Committee is also looking at entering into a one-year contract to reduce our gas expenses, comparing competitive electric rates with our current contract, and evaluating our mechanical controls to ensure cost-effectiveness. The committee is in contact with the Rectory neighbor to work toward sharing expenses on the drainage issue.

The Rector reported on acts of vandalism that occurred about two weeks ago. Several windows were damaged, but nothing of value was taken. The police responded to the incident.

Mr. Davison sent greetings to the Vestry from Wells Cathedral where a work he composed was performed.

OLD BUSINESS

Ms. Tozer asked Vestry members to send on to her suggestions for a new member.

NEW BUSINESS

The Rector consulted with the Vestry about adopting policies for funerals similar to those for weddings. First, as with weddings the church will have pre-set windows during which funerals may be held. The Rector will determine the windows in consultation with Mr. Davison and SAES, the latter to minimize the disruption of school carpools. The Rector emphasized that SAES has been very gracious and accommodating about funerals, but when funerals commence or end near the same time as carpools, traffic patterns become strained and students are endangered. Second, pursuant to a motion made by Ms. Tozer, seconded by Mr. Baker, and passed by unanimous vote, any applicable fees associated with funerals will be the same as those for weddings and must be paid in advance. Last, there is no fee charged for the services of the clergy at either weddings or funerals. Should any honoraria be given they are retained by the clergy.

The Rector closed the meeting with prayer.

The meeting originally scheduled for Tuesday, July 20 at 7:30 pm in the Kincaid Library, will be adjourned subject to the Rector's discretion to meet if there is business that requires attention prior to the September meeting.

Respectfully submitted,
Jody Tabner Thayer
Clerk of the Vestry