Episcopal Church of the Atonement

5073 East Capitol Street, SE

Washington, DC 20019

Vestry Meeting - "Embracing Our Future"

Saturday, April 7, 2018

Vestry members:

Rev. Irving Berry, Kelly-Marie Boone, Paula Dorsett, Darin

Foster-Marks, Patricia \*Harley, Rochelle LaFargue, Clorine Neal, Karen

Neal, William Pinckney, Obie Pookrum, Eric Smith, Robert Warr, David

(\* Denotes absence)

Reverend Irving called the meeting to order at 10:06 a.m. with prayer.

Pre-meeting- William Neal introduced the new Wi-Fi system to the vestry. This will soften our carbon footprint and save a few trees.

Additions were made to the agenda.

 Legal Counsel Eric Pookrum

 Technology Committee, William Neal

The agenda was approved with above additions.

**Norms** were read by Paula Boone

Corrections made to the minutes.

 Page 2: Vestry officers comprise the Executive Committee of the Vestry

Page 3: **Property Update** - The estimated value of the property at 5059 is $315,000.00. There was no appraisal.

 **Senior Warden’s Report** – Strike an ‘n’ in Canon Paula

Page 4: First paragraph, last sentence, insert “the full vestry” makes the final selection for the new rector.

Minutes were accepted with corrections.

**Treasurer's Report:** The treasurer gave a line-by-line review of the Financial Reports. Please access electronic copies for exact figures.

The numbers represented February accounts. This is a result of the agreement with The Goldin Group’s request for additional time in preparing and vetting the numbers. The March report will be The Goldin Group’s final submission. The April report will represent the combined efforts of Eric and Karen. A conversation between Eric, Karen and Anita is forth coming. This will establish the financial responsibilities for Anita. In addition to her financial role, a Letter of Agreement will be developed to ensure her position for 5 years so she can receive pension compensation from the Episcopal Diocese.

The form indicating the parish payments to the Episcopal Diocese of Washington (EDOW) has not yet been sent. It is forth coming.

**A motion was made and passed to accept the Treasurer's Report as indicated for audit.**

**Accolades:** Eric extended accolades to David for his work as treasurer.

**Devotions:** Clorine’s devotions focused on the 27 Psalm. This was followed by prayer. The Senior Warden shared a devotion entitled, *The Church of the Future*. This piece contributed to our search process thinking and planning.

 **Rector’s Report:** Rev. Irving presented her final report as Rector of Church of the Atonement. She reiterated her thanks to David for his work as treasurer. The following mark future events in the life of the parish:

April 8 – Kathy will present the Mass

April 29 – Gerald will present the Mass

May 6 – Last Sunday for our seminarians, Kathy and Gerald. The vestry approved a $500.00 monetary gift for each. Mass will be followed by a reception. The reception will be coordinated by Cora.

May 13-15 – Rev. Irving will be away attending the Daughters of the King (DOK) retreat.

A thank you was given to our Jr. Warden for the beautification of the lawn and flower beds.

Rev. Irving offered words of encouragement to the vestry and congregation on the search process. She reminded us that we must work together, in coming together, in order to be successful. The vestry will have to work to maintain the spirit, mission and vision of Atonement.

She offered the following recommendation: Establish a set meeting date, ie. First Saturday, second Saturday, to replace the existing schedule of first Saturday after the first Sunday of the month.

**Senior Warden’s Report:**

Obie’s report consisted for 8 points.

1. The Bishop recommended the vestry select a chair for the Search Committee. Motion was made and passed to have Dr. Paula Kent Boone chair the Search Committee.
2. The Executive Committee created the application for search committee members. This has been placed in the church bulletin. The deadline for submission is April 30, 2018.
3. The partnership with the Steel Band as part of Community Outreach and their upcoming events was shared. The band has included Atonement in their future plans which include a possible $100,000.00 grant. They are presently planning a trip to the Gullah Festival in South Carolina. The invitation to the festival is extended to the church membership.
4. AYAEM is on the fast track. Contact with employers may contribute to additional grant funding for the program. Atonement is working on a partnership with Epiphany Episcopal Church in Forestville. This is a small church with a part-time rector. The ministry recently hosted a reunion with 26 of its 30+ graduates. A post- graduation round table discussion highlighted the need for mentors to provide support after completing the program.
5. Vestry members may find that conference calls in place of face to face meetings may lure committee members with busy schedules.
6. Thank you to Dr. William J. Neal for his untiring work with our technology upgrades and plans.
7. Accolades to the Real Estate Acquisition committee. Additional income is necessary for our financial future. Committees need to give input on acquiring, maintaining, and financing properties.
8. Contact William Neal about website content

**Junior Warden’s Report:**

Property at 5059 is in negotiations.

Landscaping has been completed by Baten Lawncare as of March 29, 2018. Outside sign is now lit.

Projects in progress are:

* Interior door replacement locks
* Roof leak – stone joint repair estimate of $545.00 will be reworked into payment schedule
* Estimate slate roof leak repair by Durable Slate

**Technology Report:**

Dr. Neal has brought us into the 21st Century. There will be website enhancement for the rector search. Training youth to video tape and record sermons and other church events is a proposal. Kathy will be the first, this Sunday. There is a need for external expertise to develop the site and add content within a timely manner. It was recommended that the proposed timeline be collapsed from 6 months to 3.

Internet service will be upgraded to fiber optics at a savings, from $101.00 per month to $40.00 per month. There is now a need for a new phone system. Cost TBD.

**Property Update:**

5059 has been purchased for $325,000.00. An agreement has been signed by the seller and the church. Anticipated closing is in May. Property committee is seeking: a bank for financing; 15 year note at 6%; renter will pay note.

5061 on hold at this time

**Motion to authorize the senior warden and the treasurer to sign vestry approved contracts. Motion carried.**

David will stay in place until the purchase is complete.

**Committee Reports:**

**Audit:** Materials have been submitted by David Riley for audit by April 15. Report will need review after completion.

**Stewardship:** Continue time/talent/tithing and offering. Stewardship is not just in October.

**Fundraising**: New members bring fresh ideas

 **Christian Education (Youth):** Successful trip to Museum of the Bible**;** Working to haveSafeguarding God's Children offered at Atonement prior to VBS; Hope to have an adult class for VBS this year; Reminder to embrace our youth in their activities and those of all church organizations.

**Security**: Darrin will attend a conference on “Best Practices” to gather ideas and information on how other churches are addressing security.

**Welcoming/Fellowship:**

Welcoming is always available as needed.

Fellowship-

* ECW-Preparing for Women’s Day on April 22. Kathleen will be the speaker
* Brotherhood of St. Andrew-Planning to work on Lawn Beautification Day scheduled for April 30

 Will be sending a representative to the Potomac Assembly on April 28 at St. Timothy’s

* Music - Dr. Clark is serving as choir director in the absence or Orlando Pittman. Music has been selected through May 28, 2018
* Altar Guild – No report. Completed activities and events related to Holy Week and Easter.
* Acolytes – 2 potential high school graduates, one returning to college
* Men’s Club – Planning a Fish Fry for May 5, 2018.

The senior warden indicated the Governance and Administration reports are the combined efforts of several committees.

Meeting was adjourned at 12:45.

Respectfully submitted,

Paula Kent Boone