

**Meeting Summary**  
**Vestry of St. Martin in the Fields**  
**Tuesday, July 23, 2024**  
**In Person Hilary House / By Zoom**

**Attendees:** Laura Palmer, David Collins, Martha Crowell, David Dieck, Garry Duncan, Gary Glazer, Carolyn Green, Rob Jennings, Kelly Martin, Michael Martin Mills, Lydia Ogden, Chris Satullo, Tom Sibson, Anne Swoyer, Lorrain Webb

**Absent:** Andrea Fine, Paula Wineland

The meeting was called to order at 7:05 PM. Laura celebrated the Eucharist.

1. Minutes of the June 25 Vestry meeting were approved unanimously without change.
2. Priest Report (Laura Palmer)
  - The candidate for Children and Families Ministry, Durango Jenkins, visited St. Martin's on Friday, July 19, and had positive interactions with clergy and staff; he also met with some families by Zoom.
  - The Education for Ministry scholarship fund has been seeded with \$1000. The Vestry formally approved the creation of the "Scholarship Fund for Formation" by unanimous vote.
  - Wednesday Eucharist continues with an average of 3-6 attendees.
  - The Vestry voted unanimously to select David Collins as the Secretary. He will become a member of the Executive Committee in this role. Lydia Ogden will exit both responsibilities but remain on the Vestry.
3. Discernment Process (Lorraine Webb)
  - The committee is "moving full speed ahead."
  - By the end of next week (August 1), they hope that they will have met with all 11 identified candidates: 8 of whom are women; 3 are men.
  - Their plan is to winnow the group to 5 top candidates, who will be interviewed by Zoom.
  - A site visit will follow for those the committee feels are potentially good fits.
  - Following site visits, select candidates will be invited to visit St. Martin's.
  - There has been some concern that the housing allowance is insufficient and the committee will consult with the Accounting Warden and Finance Committee to see what may be possible.
4. Finance (Tom Sibson)
  - We are currently projecting a \$50,000 shortfall to budget by year-end.
  - Expense control is excellent; what is lacking is income.
  - The number of pledging households is down. Per household pledge levels continue to fall below the average for both the diocese and the nation.
  - 60% of revenue is derived from parishioner pledges.

- Absent additional revenue, budget cuts will be required.
  - The Vestry agreed this is a critical topic for the upcoming orientation on July 30, to be followed by a second working meeting in either August or September.
5. Stewardship (David Dieck)
- Given the projected budget deficit and the reduction in the Capital Improvements Fund to \$25,000, there is a pressing need to encourage parishioner giving.
  - The 135<sup>th</sup> Committee will focus on replenishment of the Capital Improvements Fund and seed capital to fund plans for improvements in the parish hall and (possibly) air conditioning in the sanctuary as well as advancing planned improvements to the campus grounds.
  - There are other needs: remediation of the contamination (mold) in the Undercroft is particularly important as is the regimen of cyclical maintenance activities funded through the Capital Improvements Fund .
  - The Vestry unanimously approved the creation of a 135<sup>th</sup> Anniversary Special Purpose Fund for the 135<sup>th</sup> campaign.
6. Planning for the 135<sup>th</sup> Anniversary (David Collins)
- The theme of the campaign is “honoring” and will have three components: the past (our foundation), the present (our stewardship), and the future (our investment).
  - The committee envisions a three-part timeline: August-October 2024 will introduce the 135<sup>th</sup> Fund with an initial goal of \$135,000 in seed capital. November 2024-February 2025 will include a series of events to bring 135 new or returning members into the beloved community. March-June 2025 will include a series of creative and inspiring events such as art auction, awards night, LGBTQ Evensong, and a talk by Bishop Gene Robinson.
  - The Vestry expressed enthusiasm for this exciting project.
7. Building and Grounds (David Dieck)
- The committee is working with architects on renderings for the parish hall.
  - The committee is considering options for air conditioning in the sanctuary.
  - An air quality test was performed on the undercroft and results are pending, but the engineer’s informal assessment was there is contamination requiring remediation.
8. Vestry Orientation (Carolyn Green)
- The orientation will be held Tuesday, July 30, 6:30-9:30 PM at Hilary House.
  - The goals for this meeting are to provide an introduction to the church’s various ministries, Vestry governance and mechanics, and to begin to understand how we work together.
  - A second retreat will cover visioning and long-term planning, including financial planning.

David Collins led the group in closing prayer. The meeting was adjourned at 8:37. The next Vestry meeting will be August 27 at 7PM in Hilary House. Supper will be available starting at 6:15.