

**St. Anne's Parish
Vestry Meeting Minutes
Tuesday, September 12, 2023**

Clergy and Vestry Members Present

Rev. Dr. Manoj Zacharia
Glenn Mortoro
Kathryn Burke
Katie Creely
Howard Buskirk
Lauren Dana-Evans
David Huggins
Townsend McNitt
Kev Hays

Vestry Members Absent

Susan Thaxton
Emily Langston
Al Collins
Bill Silva
Tom May
Jason Houser
Phyllis Everette

Non-Vestry Members Present

Walter (Chip) Tucker III
Gail Tucker

Vestry met in the Parish House, 199 Duke of Gloucester, Room 102

- 1) Commemoration of Alexander Crummel and opening prayer was given by Fr. Manoj at 7:03
- 2) Quorum confirmation: 8 regular members + the Rector = quorum
- 3) Rector's Report
 - a) Program Year Kick-Off (Sept 10)
 - i) Adult Formation will include featured guests, Dr. Jamie Clark-Soles (<https://jaimeclarksoles.com/>) and Brother James Dowd (<https://www.thebenedictineway.org/our-community>).
 - ii) Children and Youth Formation: Youth Service Corps will be timed around the 5:30 pm service, twice a month, focusing on the concrete application of the Christian faith. Children's formation will be from 9:00 am – 10:00 am at Church Circle and the Parish Hall. Kristen Pagent will be spearheading a Children and Youth Choir that will work in conjunction with the planned singing of our Preschool for the Arts (PASA) singers.
 - iii) Music: The full choir is scheduled to re-convene on September 10, 2023.

- iv) PASA: The PASA Academic Year began with Teacher orientation on August 30, 2023.
 - v) Partnerships: We are excited to announce that the Chesapeake Youth Symphony Orchestra (CYSO) will house their practices at the Parish House and Church starting September 23, 2023. The CYSO will perform 6 times during the program year work along with Cari Shea and the Music Department for programming in conjunction with our Sunday worship. Moreover, St. Anne's will be featured in a one-page advertisement for the CYSO.
 - vi) Coffee Hour will continue on the circle indefinitely. Tim Lobach will continue to assist in this endeavor along with Jan Reid and Lisa McKnight.
 - vii) Our Diocesan Bishop, The Rt. Rev. Eugene Taylor Sutton, will visit the parish on October 22, 2023.
- b) Staffing
- i) Communication Associate: Upon the recommendation of the Human Resource Committee and our Senior Warden, I have invited Claire Miller to assume responsibility as our Communication Associate. Claire's corporate experience includes stints in marketing/communication with Pfizer. Desiring to live into her call as a Christian in the Episcopal Church, she will utilize her talents: to work with our Social Media volunteers; update intra-parish; and develop communication protocol in spreading the good news.
 - ii) The Rev. Meredith Kefauver-Olsen has transitioned from parish ministry into military deployment until the fulfillment of her orders.
 - iii) The Rev. Kathy Shahanian will serve as the staff liaison for Invite-Welcome Connect and The Rainbow Group. The rector will assume direct oversight for Truth and Reconciliation Ministry, Outreach Grants, and other liaison responsibilities that Kathy+ assumed.
 - iv) Tempest Brevard-Strunge will serve as Chaplain at the Preschool for the Arts at St. Anne's in conjunction with her current Director of Children and Youth duties. A stipend for her chaplaincy duty will be allocated.
 - v) I will be on retreat with CREDO (Church Pension Group) from September 20-25, 2023. With the support of the parish, through Interim Ministry Network, I was able to engage in a refresher course on organizational dynamics and ministry in the parish setting from August 24-27, 2023. The continuation of that program (Steps 2 & 3) will be over 3 Mondays and Tuesdays in November. The diocese has allocated \$500.00 in support and I received a \$440.00 scholarship from the network for Steps 2&3 and intend to use Step 3 to work on a specific parish project - perhaps the creation of the 501 c.3. idea presented earlier.
 - vi) Fr. Dion will be on retreat in early October.
- c) Committees/Ministry Groups
- i) Invite, Welcome, Connect (IWC): Katherine Hilton and Kathy Metzger have transitioned off as chairs of IWC. The Rev. Kathy Shahanian will work with the group to determine new leadership.

- ii) Outreach Grants Committee: Due to the expiry of terms, the Rector will invite recommendations for those to serve on the Outreach Grants Committee.
- iii) Adela Rose and Heather Strang will be spearheading the Advent Meditation Booklet this year.
- iv) Spirituality Discernment: An opportunity to partner with The Retreat House in the Diocese of Easton has presented itself. I am working with Heather Strang to make this partnership feasible and sustainable for the parish.
- d) Nomination Committee named: Kev Hays (chair), Bill Silva, Jaclyn Houser, and Dave Strang
- 4) Realm roll-out
 - a) IT and Diocesan guidance: No addresses due to targeting and identity theft threat, especially to senior members of the congregation
 - i) Huggins: Interjected that nobody likes Realm or wants to do it
 - ii) McNitt: My neighbors think the same thing – can we compromise with just pictures and phone numbers?
 - iii) Manoj+: Compromise could be that we publish photos and phone numbers
 - iv) Katie C: How about an interim step of making the photo album available until Realm is updated?
 - b) We will investigate an effort in 2024 to construct the photo album
- 5) Gail and Walter (Chip) Tucker, Candidates for Ordination to the Diaconate
 - a) Gail beautifully stated why they were addressing the Vestry (seeking endorsement for candidacy for continued studies and assignments)
 - b) Chip: First step is two years of discernment, then Postulate (formation for 2 years), then candidacy (nomination today)
 - c) Gail: it takes about six months to get through the candidacy process
 - d) Manoj+: "... tell me about your faith journey."
 - i) Gail: During the process she heard voices from the church and congregation encouraging the process; Dion+ informed that the visit to the Holy Land would be transformative; met with a Parish Lay Committee to help form; God was extremely vocal "I have been waiting patiently for you". Sent out to *what* has been a journey; there is a lot of uncertainty. She had a great community in Christ's Church. She shared her path – many more fits and starts and different locations than she had envisioned ... it turned out to be the perfect place and time for God's calling. It has been great letting go and embracing the unknown.
 - ii) Chip: Started in 2019 with a team of parishioners led by Dion+. Their feedback was that he was reticent in the beginning and matured into excitement. Reflected that he also was sent far and wide for his formation. The exposure was unnerving. Writing sermons and discerning the message that his audience needs is hard but fulfilling. He sees life through the lens of the scripture now. Social justice internship was at Stanton Center – it was more than homework, it was sharing God's love and getting that love back. Serving as the hospital chaplain in Anne Arundel Medical Center on "cold calls" where you don't know what you are walking into. He was impacted so fully that he continues to cycle back to his prior stops. Being on call has been tough but

rewarding (“growth and stretching”). Headed to Christ’s Church West Laramie (where Gail started).

- e) Manoj+: Your calling as Clergy, will bring extreme trial (with the extreme joy). What are your daily prayer practices to sustain you during times of joy and trouble?
 - i) Gail: “Morning is my time.” She is retired so she can spend an hour or more each morning to pray and reflect. There is not a routine, things are different each morning. She listens to appropriate music (St. Claire app) and questions and sermon thoughts come to her. Has started a prayer journal to keep track of people who have asked for prayers. Many of those prayers have turned into thanksgivings.
 - ii) Chip: I am not daily, but often did attend evening prayer. He looks at the Daily Offering for quick prayers. He visits other parishes and services to broaden his experiences. Meets with a spiritual director once a month (as does Gail).
 - f) Manoj+: Invited the Tuckers to step out and Vestry discernment moment ensued
 - i) Discerned, prayed, motioned and approved
 - g) Vestry Motion: “After prayerful discernment and inquiry, the Vestry of St. Anne’s Parish in Annapolis, having been well assured and believing that Walter Tucker III is a person worthy of admission to the Sacred Order of Deacons in the One Holy Catholic and Apostolic Church, requests the Bishop of Maryland, The Right Reverend Eugene Taylor Sutton, to admit him as a candidate for ordination to the diaconate.”
 - i) Motion moved by Glenn Mortoro and seconded by Lauren Dana-Evans; unanimously approved
 - ii) Manoj+ will scan and mail the signed endorsement for candidacy
 - h) Vestry Motion: “After prayerful discernment and inquiry, the Vestry of St. Anne’s Parish in Annapolis, having been well assured and believing that Gail Tucker is a person worthy of admission to the Sacred Order of Deacons in the One Holy Catholic and Apostolic Church, requests the Bishop of Maryland, The Right Reverend Eugene Taylor Sutton, to admit her as a candidate for ordination to the diaconate.”
 - i) Motion moved by Townsend McNitt and seconded by Howard Buskirk; unanimously approved
 - ii) Manoj+ will scan and mail the signed endorsement for candidacy
- 6) Treasurer’s Report
- a) Showing net losses in Cemetery, PASA and the Parish
 - i) Cemetery and PASA likely to recover
 - ii) Parish will take more effort to balance; may need to use investment income, depending on plate/donations/pledge fulfillment
 - b) Endowment performance is generally good performance
 - i) Meet with Meryll Lynch monthly – they are very diligent
 - c) Audit report from Alta: St. Anne’s meets generally accepted practices
 - i) We are looking for a new auditing firm as a good practice of shifting every ~5 years
 - d) Shifting to a new credit card company so that PASA teachers may pay for parking directly vs. gathering receipts and accounting for each; PASA admin also has a card for supplies

- e) Motion: To receive the auditor's report. Moved by Townsend, second Lauren: unanimously approved
- 7) Liaison Reports
 - a) Glenn: The water works in the Cemetery; Nature Sacred is moving forward – they will brief at the Stanton Center on September 25
- 8) Fiscal Policy
 - a) Glenn and Kirsten Hair have updated the Fiscal Policy to match our practices
 - b) A review committee has been established, run by Katie C. This will be a final review and then released.
- 9) Formulated Committees
 - a) Stewardship
 - i) Dave sent a memo on August 5th (posted to Vestry SharePoint)
 - b) Nomination committee formed and will convene in October. Kev is the chair.
 - c) 501.c.3 formation is still in process. Glenn will chair this committee.
 - d) Education formation is nearly complete with several strong members. Lauren will chair this committee.
- 10) August minutes: Lauren motioned for approval, Townsend seconded; unanimously approved
- 11) Strategy Vestry Resource guide
 - a) Summarized the chapter. Kev captured the Vestry Retreat output tasks and the Vestry discussed progress on our initiatives. All actions are moving along very well, apart from a slow start to reconciliation.
 - i) Katie B stated that reconciliation is slowing but not stopped. Will ask for help when needed.
- 12) Closing prayer by Townsend, Eph 1:15-23 and 3:16-21 @ 8:23