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**Vestry Meeting**  
**Monday January 17, 2022**

**ZOOM**

<https://us02web.zoom.us/j/93670729699?pwd=Vks2b1lhdTBFMTBEaWplblhZRnMvdz09>

**Happy New Year!**

The scheduled January meeting of the Epiphany Episcopal Church Vestry was held on January 17, 2022 at the church, 3301 Hidden Meadow Drive, Oak Hill, VA.

**Vestry Attendance:** The Vestry attended **remotely via Zoom**. In attendance were: Rev. Mary Thorpe, Heather Modzelewski, Senior Warden; Myron Laible, Junior Warden; Jonathan Isner, Treasurer; Dick Fichter, Anne Johnson, Kathleen Bellis, Elizabeth Gilmore, and Wendy Morency.

**Absent:** Elizabeth Gayton, Keola Nosaka

**Special Guests:** Nadia Baker

**Bible Study:** Hebrew 4:14-5:6 There's much talk about God's part in calling priests. How did you sense God in this call, and how does it affect your perception of the role of the priest at Epiphany?

**Opening Prayer**

Opening prayer was given by Rev Thorpe.

Collect was read by Rev Thorpe, from Book of Common Prayer.

The Lord's Prayer was read by all.

**Call to Order**

Rev. Mary Thorpe called the meeting to order at 7:20 pm.

**Approval of December Meeting minutes**

December minutes were approved. Approval was unanimous. Wendy moved/Heather seconded.

**Ministry Reports**

Reports from the following ministries were received prior to the meeting:

Finance

Outreach

Admin/Ops/Building & Grounds

CYFM

Parish Life

Rector's report

## **Receipt of Treasurer's report**

Jonathan Isner presented the Treasurer's Report.

- We are 100% through the year.
- Jonathan reviewed the status of Epiphany's bank accounts.
- Working on a charter for the Finance Committee; will be sent to the Vestry for review next month.
- December pledge income is \$22K and represents a 10% YOY increase from December 2020.
- YTD Pledge income is \$204K and represents a 6.5% decrease from cumulative pledge income in December 2020.
- YTD pledge income is 96% of annual budget, which is 3.79% below plan.
- December rental income is \$15K.
- YTD Rental income is \$141K, and 118% of Annual Budget, which is 57% increase YOY from cumulative rental income at the end of December 2020.
- Total income for December is \$39K.
- YTD Total Income is \$351K and 101% of annual budget (1% above plan)
- December expenses are \$46K, and represents a 98% increase from December 2020.
- December expenses exceeded income by \$6.8K.
- YTD expenses are \$342K and 95% of annual budget (4% below plan).
- YTD income exceeds expenses by \$9K.
- The Finance Committee will meet on February 10, 2022, at 7pm via Zoom. All are welcome.
- Bank accounts are reconciled through Dec 2021 (Savings, Preschool, Fundraising, Discretionary, Operating accounts).
- Jonathan resigned as Treasurer and made the motion for Neil Modzelewski to take on the role as of February 2022. MOTION: Neil Modzelewski become Epiphany's next Treasurer for a term of 2 years starting at the Annual Meeting (Feb 27, 2022). Myron seconded. Vote was unanimous in favor.
- Jonathan asked that all Ministry Liaisons take a close look at his December report to check their numbers, and send Jonathan an email, if another look is needed, by the end of this week, so that the books can be officially closed for 2021.

THE VESTRY RECEIVED THE TREASURER'S UPDATE FOR DECEMBER.

Other Treasurer Items

## **2021 End of Year**

The 2021 books were closed on January 17, 2022.

## **Senior Warden Updates**

Heather Modzewleski presented the Senior Warden update, with a focus on the process of identifying Vestry candidates for the coming year, voting in a new delegate to regional council and diocesan convention for 2022, and approving Epiphany's new Rector's housing allowance.

## **New Business**

MOTION: Kathleen moved that Don Brill be named as Epiphany's delegate to regional council and diocesan convention. Jonathan seconded. Motion approved (9 in favor, 1 opposed).

## **Motion for housing allowance:**

Whereas the Rev. Dina Widlake is employed as a minister of the Gospel by Church of the Epiphany Episcopal in Herndon, Virginia, which does not provide a residence for them, the Vestry resolves that of the total annualized compensation of \$104,420.50 (total amount) to be paid to the Rev. Widlake during 2022, that \$46,000 (housing amount) be designated a parsonage allowance within the meaning of that term as used in Section 107 of the Internal Revenue Code. This stated parsonage allowance will remain in effect unless modified and approved by the church. Heather moved, Wendy seconded. Vote was unanimous in favor.

Jonathan will upload housing allowance approval to Financial Sharepoint site for reference by the auditing committee.

## **Junior Warden Report –B&G**

Myron Laible presented the Junior Warden report.

- Snow removal has occurred three (3) times already this year. The snow removal company has done a wonderful job, as have volunteer shovelers of the sidewalks, from the congregation.
- We are experiencing significant heating issues in the Great Hall. Southern Air has been contacted and will come as soon as possible to attend to the issues.
- An electrical consultant is coming on Friday, to deal with pending electrical issues – light poles outside, and some inside fixtures, a list of updates that have been a long time coming.

## **Clergy Report**

Rev Mary Thorpe reported that the Clergy report is included in the vestry shared file.

- Working on lining up supply priests for the Sunday's between Jan 31 and Feb 27.
- Two temps will be coming on board to assist with the office a couple of afternoons and mornings each week. One is a preschool teacher, and one is an acquaintance of a preschool teacher.

## **CYFM Report**

Preschool required to follow CDC guidelines, per their grant, and will be keeping their mask mandate in place.

## **Outreach Report**

Suggestion that Vestry reports could have "top 3" items listed at the top of the report for each ministry going forward, so that the various vestry reports could be compared for synergies. Similar to Vestry Corner, summarizing the key points.

## **Committee liaison questions and matters requiring Vestry action**

- Nadia will work with Rev Widlake to put together a roadmap for Lent
- Parent support group hopes to reconvene in Feb 2022, COVID permitting
- Ministry Annual Reports for 2021 are due by the end of January. Please upload them to Sharepoint.
- Parish Life will pull together some ideas for welcoming Rev Widlake to Epiphany

### **Calendar Review**

Centering prayers (Mondays)

Preschool is in session.

Stronger Together every Thursday

Choir rehearsal Thursday night

B&G/Admin Ops Thursday

Hot Meals Wed/Thurs (Jan 26, 27)

Women's Bible Study Jan 26

Sunday Youth Circle Jan 24

Feb 4 preschool board meeting

Feb 7 Celtic worship

Annual meeting following service February 27

March 2 Ash Wednesday

### **Vestry Corner**

**1. The following motions were approved:**

- a. **Motion to nominate Neil Modzelewski to become Epiphany's next treasurer for a term not more than two (2) years starting at the Annual Meeting (Feb 27, 2022).**
- b. **Motion to name Don Brill as Epiphany's delegate to Regional Council and Diocesan Convention.**
- c. **Motion to approve the housing allowance for Rev Widlake.**

**2. The Vestry continues to put together a slate of potential new members for 2022. Open to all possibilities.**

**3. Annual meeting will be following Sunday service February 27, 2022.**

### **Prayers for ourselves and others**

Closing Prayer was given by Rev Mary Thorpe

Meeting adjourned at 8:25 pm

Next meeting is March 21, 2021, at 7 pm

Respectfully submitted,

Heather Modzelewski

**NEXT MEETING: Monday – March 21, 2021 at 7 PM**