



Vestry Meeting
Monday February 20, 2023

ZOOM

<https://us02web.zoom.us/j/93670729699?pwd=Vks2b1lhdTBFMTEaWplblhZRnMvdz09>

Happy New Year!

The scheduled February meeting of the Epiphany Episcopal Church Vestry was held on February 20, 2023 at the church, 3301 Hidden Meadow Drive, Oak Hill, VA.

Vestry Attendance: The Vestry attended in person, with the option to attend remotely via Zoom. In attendance were: Rev. Dina Widlake, Joe Jung, Senior Warden; Cameron Thurber, Junior Warden; Wendy Morency, and Elizabeth Gayton.

Remote attendees were: Neil Modzelewski, Treasurer

Absent: None

Special Guests: None

Call to Order

Rev. Widlake called the meeting to order at 7:00 pm.

Opening Prayer

The Lord's prayer was read by all.

Opening prayer was given by Rev. Widlake.

Spiritual Formation

Dwelling in the Word. Same piece of Scripture for whole year. Luke: 10:1-12

Vestry members paired up to discuss this scripture and what aspect stood out to them.

Approval of January Meeting minutes

January minutes were approved. Approval was unanimous. Wendy moved/Joe seconded. Unanimous approval.

Ministry Reports

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

Outreach

Admin/Ops/Building & Grounds

CYFM

Parish Life

Preschool
Rector's report
Treasurer's report

Receipt of Treasurer's report

- Neil Modzelewski presented the Treasurer's Report to the vestry. It was announced that all accounts (i.e., savings, preschool, fundraising, discretionary and general operating) have been reconciled through January, 2023. The Finance Committee met on Thursday, February 16, 2023.
- We are 8% through the year (1 month).
- **Revenue:**
 - **Pledge Income**
 - January pledge and plate income is over \$21K, which is 9.7% of budgeted pledge income for 2023 (1.3% ahead of plan) and represents a 109.6% YOY increase from January 2022.
 - YTD Pledge and plate income is same as January, since this is the first month.
 - YTD Pledge income is n/a.
 - **Rental Income**
 - January rental income is over \$13K, or 8.7% of budgeted rental income for the year (0.4% ahead of plan), and a 1,239.6% YOY from rental income for January 2022.
 - *Note: New Hope Baptist Church's rent for January 2022 was paid in January 2021, and therefore is not reflected in cumulative Rental income figures for 2022. This will affect cumulative rental income comparisons with the prior year for the entirety of 2023. Had NHBC's January 2022 rent been paid in 2022, January 2023 Rental Income would reflect a 4.4% decrease from the previous year.*
 - **Total Income**
 - January total income is \$37K, (0.8% above plan). This is a 217.5% increase over January 2022. Adjusted to reflect the Rental Income disparity noted above, January 2023 Total Income would have been 46.3% above January 2022 income.
- **Expenses:**
 - January expenses were \$33K, or 7.4% of budgeted total expenses for 2023 (0.9% below plan). This is a decrease of over \$17K or 34.3% from January 2022.
 - January income exceeded expenses by over \$3K.

THE VESTRY RECEIVED THE TREASURER'S REPORT FOR JANUARY 2023

Other Treasurer Items:

2019 & 2020 Church Audits

The combined 2019 and 2020 audit reports were submitted to the Diocese in November 2021. The next step is for the Finance Committee to develop a plan of action to address audit report recommendations.

Bank Account Reconciliation

The Savings, Preschool, Fundraising, Discretionary, and Operating accounts have been reconciled through January 2023.

Restricted Accounts:

- Neil attached a report on the Restricted and Reserve Accounts through the end of January.
- Restricted funds are now all maintained in Epiphany's Truist Savings account, with the exception of the Rector's Discretionary Fund, which is maintained in a dedicated checking account.

The Finance Committee will meet on March 16, 2023, at 7pm. All are welcome.

Clergy Report

Rev Widlake gave the Rector's report. At the Annual meeting, someone mentioned they were uncomfortable asking the Treasurer questions about his report. There was some discussion as to whether the meeting was strictly canonical, but Rev Widlake said she checked with the Diocese, and all was in accord. Vestry has a 2-year term to fill, so hoping to add another member mid-year. Vestry retreat in the first weekend of February was successful; Joe was elected as Senior Warden, and Cameron elected to Junior Warden.

Ordination is coming up March 4. Deacon Susie's been working with the Diocese, and all is ready. Communication with Diocese has been good.

The Lenten Season is kicking off, with materials available. Central theme is "Compassion."

Communion class on 5, 12, 19 March for 1-6 grade. Dina and Dana are working on it.

Shrove Tuesday Feb 21, with breakfast for dinner and a bounce house. It will include burning of the Palms in the firepit.

Audits still working, prioritizing 2021.

Focus on "visioning" and congregation development

Meetings with New Hope now scheduled quarterly

B&G – Rev Dina talked with B&G about getting a ladder vs. renting a lift when we have high places to reach. It will yield cost savings. And, it will required at least 4 people to manage. Also, mentioned looking at getting AEDs throughout our space and leadership getting CPR certified.

Cam Thurber may be able to give us CPR training. He is looking into it.

Ministry reports and actions

Preschool plans to do Teacher appreciation, May 1-5. Need to think about what to do to show our appreciation. Preschool concludes at the end of May.

In lieu of VBS week, there will be a "summer series" program during the summer on Sundays.

Senior Warden Updates

Joe Jung presented the Senior Warden report in conjunction with the Buildings & Grounds (B&G) report.

Junior Warden Report

Cameron Thurber presented the Junior Warden report.

B&G Report

Joe Jung presented the B&G report. Removal of the Bradford Pear trees is happening this week. Epiphany also received \$1K to pay for the tree removal. We are renewing the landscaping contract with Eric, who kept his rates the same as last year. Upcoming projects: emergency exits, and window repair in the Great Hall. Great Hall roof was repaired last month. DSSK (Dulles South Soup Kitchen) is using the Soup Kitchen; so far, so good. Capital improvement fund is about \$50K. HVAC contract is up for renewal in April. Copier contract expires February 2024. Dumpster use will be monitored for impact from DSSK, as will gas usage and electrical cost. Finance committee said we are over projections.

Calendar Review

Every Sunday: 10 am Worship in person or Online via YouTube.

Every Sunday: Sunday Sing 9:15 am

Worship 10 am

Sunday School 10 am

Joyful Noise Children's Choir Rehearsal 11:15 am

March 4 Diocesan Ordination 10:30 am

March 5 Evening Prayer (in-person)

March 14 Outreach Ministry Meeting (Zoom) 7 pm

March 16 Buildings & Grounds Meeting 6:30 pm

March 16 Admin, Ops & Finance 7 pm

March 20 Vestry Meeting 7 pm

March 27 Parish Life Ministry Meeting (Zoom) 6 pm

April 6 Maundy Thursday Service HE II with Footwashing 7 pm

April 7 Good Friday Service 12 pm

April 7 Good Friday Service 7 pm

April 9 Easter Sunday Service 10 am

April 13 Buildings & Grounds Meeting 6:30 pm

April 13 Admin, Ops & Finance 7 pm

April 17 Vestry meeting 7 pm

April 24 Parish Life Ministry Meeting (Zoom) 6 pm

Vestry Corner

- 1. No new motions were approved at the Vestry meeting.**
- 2. Ordination to the transitional diaconate is Saturday, March 4. There will be six ordinands ordained at this event.**
- 3. In lieu of a VBS week this summer, Children, Youth, and Family Ministry is talking about a "summer series" program during the summer on Sundays.**
- 4. Sunday school attendance is growing. Consider jumping in to teach or be classroom support! You'd have great support and join a fun and creative community. Please prayerfully considering volunteering to support this ministry.**
- 5. During Lent we are offering many different ways to explore your faith. Look for the Lenten Flyers and materials in the Narthex. Two specific formation opportunities include a series for youth (grades 1-6) about communion led by Rev. Dina and Dana Hale (3 Sundays in March); and an adult Lenten series offered by John Rybicki (all Wednesday evenings in March).**

Prayers for Ourselves and Others

Closing Prayer was given by Rev Dina Widlake

Meeting adjourned at 9:00 pm

Next meeting is Monday, March 20, 2023, at 7 pm

Respectfully submitted,

Elizabeth Gayton

NEXT MEETING: Monday – March 20, 2023 at 7 PM