

**St. Mark's Episcopal Church**  
**Minutes of the Regular Meeting of the Vestry**  
**July 20, 2023; held in the library**

1. Fr. Christopher declared a *quorum* and called the meeting to order at 6:25pm. Members in attendance were: Fr. Christopher McLaren, Rector; Dave Aley, Diane Ball, Ty Camp, Blythe Clark, Darcie Farrow, Barry Hogge, George McJimsey, Lucy Sinkular, and Amanda Wright. (No members absent.) Clerk Deb Bluestone was present. There were no visitors.
2. Fr. Christopher conducted **Spiritual and Relational Formation** as a time for individual sharing. He encouraged all Vestry members to keep up their involvement with the church's "Summer of Conversation."
3. **Consent Agenda: (none)**
  - a. Approval of the May, 2023, Vestry was deferred until the August 2023 regular meeting of the Vestry.
  - b. There was no June 2023 Financial Report, Finance committee not having met in July.
4. **Reports of Officers, Boards & Standing Committees:**
  - a. Clergy Report: Fr. Christopher
    - i. Fr. Christopher's Sabbatical in 2024 is tentatively scheduled for May-July + September or October 2024.
    - ii. Caitlin McGuire is the new Director of St. Mark's Montessori School. Enrollment is slow, but there will be a better idea of the Fall 2023 enrollment numbers by the August 2023 Vestry meeting.
    - iii. The bathroom in the school's Classroom 2 is complete, but the state still needs to approve and license the classroom.
    - iv. Vestry members were asked to read, pray, and think about the draft version of the St. Mark's Sabbatical Policy document. It was noted that Deacon David, at six years of service, technically qualifies for a sabbatical. There was discussion about additional pay for Rev. Sylvia and Rev. David while covering for Fr. Christopher during his Sabbatical. Lastly, Diane pointed out that the draft policy should state that Fr. Christopher will not be replaced while he is on Sabbatical.
    - v. The New Mexico School of Sacred Arts will host a Master Iconography class with church iconographer Lin Marksbury beginning Saturday, August 5, in Stoney Chapel. The class meets the first and last Saturdays of each month from August through October.
    - vi. There were no updates for Karen McDaniel's "Celebration for the Altar Guild Directress."

- b. Senior Warden Report: Lucy
- i. There was discussion about whether the Vestry should request an exception to Diocese policy, asking that the Diocese allow Senior Warden Lucy Sinkular to serve a fourth year, for the sake of continuity during Fr. Christopher's Sabbatical. The vestry supported making the request to the diocese if such request is needed. Fr. Christopher will check the St. Mark's by-laws and review the Diocese canons regarding this matter. He and Lucy will report back at the to the vestry if there are concerns with the by-laws or canons.
  - ii. The Charmuzel Dudt gift celebration date is still pending.
  - iii. Fr. Christopher encouraged Vestry members to continue considering commitment to an area of Ministry or Responsibility on the Vestry Members Commissions list (*see below*). He noted that the church is thinking about bigger celebrations and events where teams might be needed. For example, Music Director Jeremy Wirths wants to host a party between the two Christmas services. Having teams will help with the planning and organizing. Additionally, planning for Advent and Easter, because of where they fall in the calendar this year, is expected to be challenging. Fr. Christopher also mentioned that Ty Camp, Junior Warden, has done a good job familiarizing himself with the Facilities team duties and responsibilities.

<b>Commissions for Each Vestry Member</b> <i>Building the Future at St. Mark's</i>	
<b>Area of Ministry or Responsibility</b>	<b>Person</b>
Senior Warden	Lucy
Junior Warden – Facilities	Ty
Stewardship	Lucy
Finance	Barry
Servants of Worship	
Altar Guild	George
Acolytes	
AV	
Chalice Bearers & Eucharistic Ministers	Lucy/Katey Breen
Adult Formation	Diane
Lectors for Worship	

<b>Commissions for Each Vestry Member</b> <i>Building the Future at St. Mark's</i>	
Youth and Family Ministry	
Hospitality/Fellowship	
Pastoral Care	Deb
Personnel/HR	
Welcoming, Membership. "Invite + Welcome + Connect"	
Community Life/Celebrations	Darcie
Arts and Music	
Outreach Ministry	Dave

c. Junior Warden Report: Ty

- i. An AV upgrade bid has been submitted by Richard, and it includes a lot of great ideas – the AV upgrades will look nice.
- ii. The Parish Hall closet clean up and reorganization is finished, and Stretch is installing a second storage shelf.
- iii. All Facilities projects are being updated on a Google drive document.
- iv. All inspections have passed on the school bathroom, and confirmation that all green tags have been turned in is pending.
- v. Jennifer and Stretch have worked really hard on the little food pantry to be installed by the east parking lot.

d. Report of the Building Renewal Committee (BRC): Lucy

- i. Lucy thanked members of the Vestry for their participation in the June 20, 2023, special Vestry meeting.
- ii. Lucy reported that the BRC completed an extensive review of the architect’s contract, resulting in a version which the BRC recommends that the Vestry sign. The contract was “tinkered” quite well to reflect the actual architect’s process.
- iii. George said he and Blythe each spoke with one of the provided references. In response to asking how things went with the contractor, George’s reference said that there were times when there were frustrations because things didn’t “match up,” but that was partly because the contractor was in a different location from the job. However, George said that his reference was very specific about Paul Barribeau (of the Groth Design Group) being great and how well the architectural team listened. Robert Habiger has worked with Paul on other projects around the country.
- iv. Blythe spoke to a pastor of a church in Wisconsin, and the pastor was “effusively happy” for our church. That pastor was

really happy with their project. Her only negative was that she thought it was expensive (the church had to take out a mortgage against the church property), but that they would do it again and the church is, in fact, hiring Groth again to do another part of the church property. The pastor said Groth was really good at communicating between generations, and that they are really gifted communicators – at putting options forward and letting the congregations make the decisions. Paul let the church “own” the decisions.

- v. Fr. Christopher added that there will be three or four conceptual designs. After that, we can move into schematic designs and choosing a contractor and the people who will coordinate the work between the construction crew and the contractor. Liz Reardon was a landscape designer and went through the contract with a fine-tooth comb, as did Robert Harbinger. Paul has done over 200 church projects. He was formerly an ordained Lutheran Minister who has served faith communities as an architectural designer for over 30 years.
- vi. Darcie made a motion to accept the BRC’s recommendation to hire the Groth firm and to sign the contract. ***The motion was duly seconded and passed unanimously.***

e. Finance Committee: Barry

- i. No meeting of the Finance Committee was held in July 2023.

5. **Unfinished Business:**

- a. There was no unfinished business.

6. **New Business:**

- a. The Vestry will be informed of the dissolution of the New Energy @ St. Mark’s LLC, Once complete, the church will generate its own electricity and will no longer be paying the LLC for electricity. This will save the church at least \$6,000 per year in electricity costs. The process of dissolution is underway, including the related paperwork and insurance arrangements.

7. **Announcements & Upcoming Events:**

- a. The “Summer of Conversation” continues (*see #2, above*).
- b. The annual summer parish campout will be at Ponderosa Campground in Bandelier, July 28-30. There are still many camping spots available. There is room for about 120 campers (the campground is huge).
- c. The next regular meeting of the Vestry is Thursday evening, August 31, 2023, 6:00pm at St. Mark’s. This August Vestry meeting was scheduled because the regular Vestry meeting in June did not take place.

8. **Closing Prayer:** Fr. Christopher.

Meeting adjourned at 8:14pm.

These minutes are respectfully submitted by Deb Bluestone, Clerk to the Vestry.

**MINUTES APPROVED:**



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Fr. Christopher McLaren, Rector



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Lucy Sinkular, Senior Warden