



# St. Alban's Episcopal Church

Davidson, NC

## MINUTES OF THE VESTRY MEETING ON DECEMBER 11, 2023

### ATTENDANCE

<i>Vestry Members in Attendance</i>	<i>Also in Attendance</i>
Jean Bonnyman, Senior Warden	<i>Clergy</i>
Connor Fulton	Rev. Carmen Germino <i>Rector</i>
Matthew Goodson	Rev. Kevin Lloyd <i>Assoc. Rector &amp; Davidson College Episcopal Campus Minister</i>
Annamarie Klemm	
James Kennedy	
Allison Kratt	
Cheryl Nealy	
Jennifer Nelson Loher	<i>Unable to Attend</i>
Joseph Torok	Mike Sass, Junior Warden
Danny Wiles	Leslie Urban, Treasurer

### CALL TO ORDER

Rev. Germino called the meeting to order. A quorum was present.

### PRAYER/REFLECTION

Rev. Germino began the in-person meeting with Evening Prayer II. Rev. Lloyd read from scripture.



Joseph Torok read the goals of the Vestry:

As the vestry of St. Alban's, we...

- ...pray for each other and our church
- ...participate fully
- ...commit to being a learning community
- ...welcome a variety of opinions
- ...notice and share the joy of this community
- ...are open to change and the work of the Holy Spirit
- ...do business to further our purpose (mission and ministry)
- ...are in an ongoing state of discernment
- ...take faithful risks when appropriate
- ...collaborate to avoid ministry silos and empower the various ministries we support
- ...communicate thoroughly
- ...support our church staff and clergy
- ...gather informally to strengthen our relationships

As we do these, we will serve as role models of faith and service.

### INFORMATION

- + December 24, 2023: Christmas Eve services at 3 p.m., 5 p.m., and 11 p.m.
- + December 25, 2023: Christmas service at 10:30 a.m.
- + January 28, 2024: Annual Meeting at 9:00 a.m

### DISCUSSION

#### MINUTES

The minutes of the November 13, 2023 meeting of the vestry were submitted for review and were approved, by unanimous consent.

#### TREASURER'S REPORT



✦ On behalf of Leslie Urban, Danny Wiles noted that anticipated additional pledges have been received. Also, anticipated higher interest income has been generated. He adds that heating, ventilation, and air conditioning (HVAC) expenses have been managed well this year.

### PRESCHOOL PROGRAM UPDATE

✦ Preschool Board Chair Ann Todd delivered an update on the preschool. Ann was part of the original team that formed St. Alban's Preschool. She highlighted the preschool's involvement in Sunday School activities recently. She notes that there are over fifty families participating and that the growth opportunity is limited. However, the preschool continues to be a strong steward of the church's finances. Maintaining the cost of the preschool and operational efficiency continues to be a priority for which the preschool board delivers, and financial information and budgetary expectations were shared with the entire vestry.

Motion #1  
by Allison Kratt

The vestry reaffirms its continued support of St. Alban's Preschool as a essential ministry and commits to maintaining financial support as it is able.

Seconded  
by Jean Bonnyman

Motion #1: Unanimously passed.

### HUMAN RESOURCES COMMITTEE UPDATE

✦ Dave Pylipow and Rev. Germino delivered an update regarding the onboarding of Rev. Leslie Nuñez Steffenson, Priest Associate. Her first Sunday providing services will be this Sunday. Dave Pylipow detailed changes in the guidelines of how the diocese and the church require financial administration for human resources.

✦ Erin Garrett has accepted an additional role at DUMC that allows her to continue being our Finance Director as well.



## DRAFT 2024 BUDGET

✦ Highlights during the meeting included a comparison of pledges from the final budget last year compared to this year's which are approximately \$91,000 higher. Highlights from the budget included interest cost for Parish Hall construction, utilities, electricity, insurance, and the parish hall operation itself. The church will only pay interest when they draw on the construction financing, which is unlikely to happen until June. Estimates of operational expenses are expected to rise, accounting for the new parish hall's operational expenses, looking ahead to 2025. Also, changes to the preschool budget are reflected.

**Motion #2**  
by James Kennedy

The vestry approves the draft budget for 2024.

**Seconded**  
by Allison Kratt

**Motion #2: Unanimously passed.**

## APPROVAL OF CLERGY HOUSING ALLOWANCE

✦ Rev. Germino introduced the clergy housing allowances.

**Motion #3**  
by Connor Fulton

Whereas the Reverend Carmen Germino is employed as Rector at St. Alban's Episcopal Church, Davidson, NC, which does not provide a residence for her, the vestry resolves that of the Total Clergy Compensation paid to the Reverend Carmen Germino during 2024, that \$30,000 annually be designated as a housing allowance within the meaning of the term used in section 107 of the IRS Code of 1986.

Whereas the Reverend Kevin Lloyd is employed as the Davidson College Episcopal Campus Minister, and Associate Rector at St. Alban's Episcopal Church, Davidson, which does not provide a residence for him, the vestry resolves that of the Total Clergy Compensation paid to the Reverend Kevin Lloyd during 2024, that \$28,000 annually be designated as a housing allowance within the meaning of the term used in section 107 of the IRS Code of 1986.



Whereas the Reverend Leslie Nuñez Steffensen is employed as Priest Associate at St. Alban's Episcopal Church, Davidson, NC, which does not provide a residence for her, the vestry resolves that of the Total Clergy Compensation paid to the Reverend Leslie Nuñez Steffensen during 2024, that \$5,000 annually be designated as a housing allowance within the meaning of the term used in section 107 of the IRS Code of 1986.

Seconded  
by Joseph Torok

Motion #3: Unanimously passed.

#### PARISH HALL CONSTRUCTION UPDATE

+ The Parish Hall Committee notes that they are processing the first change order, which includes a hood for the kitchen's oven, which will be through the construction cost, reducing the contingency funding. Richard Colven prepared a communication to advise the parish of updates based on the preconstruction meeting. The sidewalk in the rear of the building will be temporarily gone.

#### VESTRY NOMINATING COMMITTEE UPDATE

+ Rev. Germino notes that the nominating committee, which includes Jean Bonnyman, Leslie Urban, Danny Wiles, and Jennifer Nelson Loher, met, identifying one candidate willing to serve and outreach to another three candidates based on suggestions the committee received.

#### CLERGY UPDATES

##### Updates from Rev. Germino

+ The Diocesan Council will be meeting at St. Alban's, which includes representatives of eighteen parishes. Deacon Valerie Colbert serves on the Council.

+ The Parish kicked off the Discernment Committee for Derek Rocelli.

##### Updates from Rev. Lloyd

+ Liam Barr, attending Seminary of the Southwest, will be taking general ordination examinations in the Spring.

+ Davidson College students have entered exam season and Rev. Lloyd is providing student support.



### WARDEN UPDATES

Jean Bonnyman, Senior Warden

- + Vestryperson of the Day (VPoD) assignments have been completed.

### LIAISON UPDATES

- + No Liaison Updates were presented.

### CLOSING

Rev. Lloyd and Rev. Germino closed the meeting with Evening Prayer.

The next regularly scheduled meeting is tentatively scheduled for Monday, January 8, 2024 at 7:00 P.M.

Respectfully submitted,

Joseph Torok  
Clerk of the Vestry