

CHRIST CHURCH CHRISTIANA HUNDRED

Vestry Minutes

July 16, 2026

7:00 PM

Present: Karen Attix-Sinton, Ruth Beresford, Cindi Cozza, Martha Henley, Barb King, Shelley Kinsella, Spencer Maynard, Kendall Meldrum, Thorpe Moeckel, John Olsen, Eric Romano, Wil Stith, Jim Storey

Also Present: Sheila Abio, Mason Cruz, Thom Peters

Absent: Ran Barton, Jamie Poston

The meeting was called to order by the rector at 7:02 PM, and she offered the opening prayer.

Strategic Plan Leadership and Planning

The three goal groups met separately to review the DACI matrix for their goal and to define and prioritize next steps toward their Year Four benchmarks.

Managing Parish Resources

CCEP Monthly Update: Sheila reported they are halfway through summer camp, and it is going very well. All the school's regular faculty are also teaching during camp, and most have a child attending. She reported that they have hired two of three new teachers and are in the final phase of the process with the third. The response to the job posting was strong, and they had excellent candidates to choose from. Fall enrollment is close to the target of 75, and two families called this week asking to increase their child's enrollment hours. This fall more than 60% of the students are signed up to attend for full days (up from 40% last year), rather than starting part-time and waiting until January to increase to full days or weeks. Kendall reported that she and Julie Pike, the leaders of the Parent Association, met with Sheila to plan the year's activities, and they will be recruiting families new to the school to be involved. Sheila commended their leadership. The Vestry briefly convened as the CCEP Board of Directors in order to accept the elections of two additional Trustees.

Finance Committee Monthly Report: John referred to the financial summary for June that had been distributed in advance. Income was \$37K lower than budget due to the timing of a transfer from restricted funds. Expenses were up \$20K from this time last year due to repairs and higher utilities charges. In addition, \$40K for the capital campaign is a one-time expense. John is confident that the current situation is not as concerning as the numbers might suggest.

Property – Facility Master Plan Update: Thorpe reported that we are eight months into the process and expect to deliver the draft FMP to the Vestry in August or September. The team has completed the concept designs for each of the identified needs and are now working on estimating potential costs to aid in planning for the capital campaign. Regarding the leak remediation project, he reported that during the recent heavy rains, a leak occurred from the flat roof between the chapel

and the education wing down to the vestibule between the kitchen and large freezers. Representatives from the architect and builder are working to identify the source and devise a solution, hopefully at no cost.

Stewardship – Capital Campaign Update: Ruth reported that she has hired Marianne Archbell as the capital campaign manager as of July 1, working for both the parish and preschool. Marianne has already prepared lists needed by the consultants to determine the capacity. She and Ruth met with Deb Piper to coordinate where and how the capital campaign will overlap the annual stewardship drive and the work of the legacy society. Marianne is asking the consultants for talking points to give to the Vestry so that they can answer questions from parishioners. Ruth has been working with Sheila on the case statement for the campaign that is for both the parish and preschool. She hopes to bring this document to the Vestry in August. Martha asked about the campaign timeline, and Ruth explained that that is still being defined, with the public phase not likely to begin for another year. Once the final FMP is received, that may influence the approach.

Leading the Congregation

Encouraging Vestry Presence at Parish Events: Ruth reviewed the list of fellowship, formation, and ministry events from July 19 through August 2. She encouraged Vestry to attend Lemonade on the Lawn.

Report from the Rector: Ruth reported that she will be the clergy in residence at Memorial House in Rehoboth from July 31-August 7, though she will return to Wilmington the first weekend to lead services since Thom will be away. On the evening of August 7, she will be leading worship at Camp Arrowhead. She noted that the entire parking lot will be resurfaced and striped the week of August 17-21, and Ruth and David will be living off the property during that time. Ruth and Thom will both be playing in the golf classic, along with Barb and Thorpe. With the loss of Hal Schneikert, we need a new leader of men's cooking for Emmanuel Dining Room.

Report from the Wardens: Barb reminded everyone of the Vestry Retreat taking place at Memorial House on September 25-27. There will be an opportunity for spiritual renewal, and she welcomed topic ideas. She reported that they are working on the physical safety and security and emergency response policies and procedures; she and Ruth will attend a workshop held by the Delaware State Police for houses of worship and nonprofits. John Faulkner and Wes Jones will be providing input from prior work on these documents. Sheila noted that these policies are crucial for CCEP's accreditation effort. John asked if what we develop will be reviewed for compliance with standards; Barb explained that they will be receiving some information on this topic from the DSP workshop, and they will also be checking with our insurers. Sheila reported that CCEP will be organizing a campus-wide Safe Church training session for all faculty as well as new staff.

Meeting Tasks and Takeaways

Approval of Minutes: June's meeting minutes will be approved at the August meeting.

Concerns and Thanksgivings: Shelley reported that work on the Green Show is starting up and she will be seeking volunteers. Jenno commended Suzanne Smith for her leadership of the Dare to Declare event on Flag Day, and Ruth expressed gratitude to the Parish Fellowship Ministry Team for its part in the festivities.

To-Do Assignments and Talk-Abouts: Ruth and Jenno recapped the tasks identified throughout the meeting.

The closing prayer was offered by Wil Stith. The meeting adjourned at 8:27 PM.

Respectfully submitted,
Jennifer O'Connor, Clerke