

ST. MARY'S EPISCOPAL CHURCH  
VESTRY MEETING MINUTES  
May 25, 2017

**Present:** Senior Warden- Linda Drummond, Junior Warden – Dave Monroe, Treasurer- Chris Bartlett, Clerk– Mattie Gustafson, Christian Myers, Michelle Freitas, Trish Culver, Peter Collins, Steve Downing, Paul Westrom, and the Rev. Jennifer Pedrick.

**Absent:** Jenny Williams, Chris Barker and Dave Ferkinhoff

Jennifer began the meeting at 6:02 p.m. with a prayer.

**Consent Agenda**

Chris M. made a motion, seconded by Linda D. that we accept the Consent Agenda, which included the Minutes for April. The motion passed.

**Rector's Time**

***Staffing Update*** – The staff is now complete and in place, and everyone is really working well together.

Negotiations are on-going with the prospective priest-in-charge. Linda D. and Chris Bartlett have been given the responsibility to complete these negotiations, exploring options and doing whatever they feel is necessary to settle the matter. Once a decision has been made, it will be communicated to the rest of the Vestry for review.

The ***Coffee and Conversation*** meeting re the New Staffing Plan was surprisingly brief and puzzling. Peter C. asked why we thought this was, and what we could have done differently. No one had a definitive answer.

However, a more pressing question, the Vestry decided, was how to have things in place for September. We need to begin the Fall with communications, commitment, accountability, and governance issues well on their way to working well, so that we start the fall season with a “new and improved” way of doing things.

Three ***Vestry-led projects*** to be undertaken over the summer are:

1. The Great Basement Clean-out - Murry Edwards, Mattie G. and Michelle F. will be point persons for this effort.
2. Welcome to new members – Jennifer passed out cards to various Vestry members and asked them to be in touch with various new members over the summer.
3. Fall Schedule – both for formation and worship – needs to be settled. Gabe, Michelle and Stephanie S. will be point people for this planning effort.

The Vestry also needs to lead the way in attendance at Worship services.

### **Treasurer's Report – Chris Bartlett**

Chris Bartlett reported that we are in good shape.

- Tree removal was an unexpected, but necessary expense
- Pledges are ahead of budgeted amount
- The Parochial Report, being done by Chris Winslow, is in process.

Paul W. made a motion, seconded by Dave M. that the Treasurer's Report be accepted. The motion passed.

A donor has come forward who may want to help with a refurbishment of the Adult Ed. Room. Chris B. urged that we also look at some of the unanticipated expenses that may be arising, as a possible area for donations.

### **Property Report – Dave Monroe**

#### ***Solar Panels***

We are still moving forward with this initiative, but slowing down the process a bit while some more information gathering takes place. Paul W. thinks any plans of this nature would need to go before the Standing Committee and perhaps require a special meeting of the Parish. The Sara Gibbs Trustees voted on approving this initiative and the motion passed by a margin of 6 to 0. Paul W. is still working and investigating, and the Vestry thanked him for his efforts.

#### ***Fire Marshall's Review and Report***

He sent us quite a long list, but most of the issues listed were relatively small and fixed by the hard work and diligence of folks on the Property Commission. One major issue is the lack of any kind of fire alarm system at Gibbs House. Estimates on installing a major system in Gibbs range from \$12,000-\$15,000. Gibbs might not need a major system, however, and Dave M. is still working with the Fire Marshall to get details on what exactly is required.

Linda D. suggested that it might be a good, and fiscally responsible idea to do a cost-benefit analysis of Gibbs House, discerning possible future uses and further development of its mission.

#### ***Boiler in the Church***

We are still waiting for word on whether we can fix or will have to replace the furnace.

### ***Being "Sexton-less"***

Dave is creating teams of *Property Angels* that will help with setting up chairs, etc., for worship and doing some little odd jobs around the "house" that might slip through the cracks without a sexton. He is drawing up a list of these jobs, along with a rota of teams. We need more people to volunteer to be Property Angels.

If folks see something that needs to be repaired, the most efficient procedure would be to fill out a work order (forms kept in the hallway near the Admin Office) and put the completed form in the Property Folder in the mail slots. Dave M. will decide how to best address the request.

### **Discipleship**

*Renewal Works* – Gabe and Michelle have been charged with working on Renewals Works and the goals and objectives set out in that project's final report.

### **Mission**

*Montessori School* – There were over 50 people at the Open House held in our Parish House, and it looks like the plan for using our space for a Montessori classroom is moving forward. The next step is to draw up a lease, outlining their responsibilities, our responsibilities, etc. Dave M. will speak with Eric Chappell, our attorney, for help with this process.

### **Catch-All**

1) The Vestry decided it would be a good idea to keep one full year of Vestry Minutes and Treasurer's Reports on the website. Older reports will, however, always be available. Parishioners just need to email Kim in the Admin Office and she will email copies.

2) Chris Cassels will be ordained to the Diaconate on June 10<sup>th</sup>. St. Mary's has purchased a purple stole to celebrate this event, and Linda is accepting donations to help with the cost of said stole.

The meeting adjourned at 8:04 p.m. with a prayer.

**The day and time of our next Vestry meeting is  
Thursday June 29 2017 at 6:00 p.m.**

Respectfully submitted,  
Mattie E. Gustafson, Clerk