

ST. MARY'S EPISCOPAL CHURCH
VESTRY MEETING MINUTES
July 29, 2015

Present: Senior Warden- Linda Drummond, Junior Warden- Dave Monroe, Clerk- Christine Cassels, Treasurer- Chris Winslow, Mattie Gustafson, Judy Hall, Marshall Lundberg, Christian Myers, Karen White, Anna Zambrano and The Reverend Jennifer Pedrick, Rector.

Absent: Amanda Westrom

Rev. Jennifer Pedrick called the Vestry to order at 6:33 p.m.

The Vestry engaged in a Bible study from the Gospel of John chapter 6, versus 1-15.

Consent Agenda

Christian Myers made a motion for approval of June 4th and June 18th Vestry minutes and the consent agenda for July including the Rector and Senior Wardens report; Chris Winslow seconded the motion. The motion passed unanimously.

Rectors Report

Rev. Jennifer Pedrick updated the vestry that the candidate for the Assistant to the Rector may come for a site visit in August. The Rectors report is comprehensive and inclusive of many details from the last month.

Treasurer's Report-Christine Winslow

- 1) Chris Winslow reported that the finance commission recommended we she will close out the 2nd bank account, the building fund, and deposit the remaining balance of \$31,000 into the general fund. The finance commission also recommended that this be restricted for property expenses and furnishings.
- 2) Comparison of June 2014 to June 2015; slightly ahead of pledge and plate contributions.
- 3) Income details - \$5,900 donation for stained glass work; \$7,000 is from Parker fund to finish restoration of piano. (Piano expense is showing as an expense right now – under choir)
- 4) Restricted funds will move to a separate line in future.
- 5) Fundraising from Concert and BBQ event was \$1,400.
- 6) Endowment draw is \$141,000 by the end of June, \$8000 under budget to date.
- 7) Expenses-computer and Internet are below budget; Chris Winslow plans to follow up on account specifics.
- 8) Maintenance of Buildings is projected be close to budget by year-end. Year to date maintenance of Grounds is over budget due to snow removal expenses.
- 9) Office expense is below budget; Dorothy Skirzenski and Anne Stone are working hard to manage office supplies.

- 10) Outreach supplies for soup kitchen are on budget.
- 11) Personnel expenses are below budget due to not having a music director and not having an assistant to the Rector as budgeted in June.
- 12) Utilities at the six month mark are over budget 6K.

Mattie Gustafson moved to accept the Treasurer's report as presented, and Linda Drummond seconded the motion. The motion passed unanimously.

Chris Winslow made a motion that the Vestry accepts the two Finance Commission recommendations:

- To close out the building fund account and deposit the balance into the general fund
- To restrict the deposited funds for property expenses and furnishings

Karen White seconded the motion. The motion passed unanimously.

Old Business:

Property Report-David Monroe

- 1) Dave Monroe reported that the Property Commission is working two tracks to make a decisions on what to do with the old parish house. One track is to sell building and land outright; the second track is to demolish the building and sell the land. We have requested and are waiting for the Diocesan Standing Committee to reconvene in September for their and for the Standing Committee's permission to dispose of the building and land.
- 2) In order to move on the parish house demolition we need a "permit quality" asbestos report. Anna Zambrano moved to spend \$500 to get a comprehensive asbestos report; Karen White seconded the motion. The motion passed unanimously.

New Business

The Vestry will appoint replacements to the open Vestry positions.

Linda Drummond nominated Mattie Gustafson to fill Christine Cassels term as Clerk until February 2017. Dave Monroe seconded the motion. The motion passed unanimously.

The Rev. Jennifer Pedrick nominated Christian Myers to serve as a Vestry Trustee for the Sara Gibbs Trust in place of Steven Downing. Dave Monroe seconded the motion. The motion passed unanimously.

For the future Rev. Jennifer Pedrick recommends that we report Vestry membership in our Annual report and list people with the year their terms will end.

Tuck Fund Regulations and Guidelines

Rev. Jennifer Pedrick, Judy Hall, Anna Zambrano stepped out of the meeting, and recused themselves from the discussion or voting on this matter. This was due to possible conflicts of interest, in regard to involvement with past and future Tuck Fund loans or scholarships. The vestry reviewed recommendations and guidelines presented by Linda Drummond. Discussion reached a consensus that a portion of income from this endowment fund will be used to fund scholarships. In the future there will be a Tuck Scholarship Committee appointed by the rector, each member serving a three year term. One new member per year will be appointed at the Annual Meeting. A report will be written and implemented by a pro tem committee appointed by the rector.

Dave Monroe made a motion that we change the Tuck fund from a loan program to a scholarship fund. Karen White seconded the motion. Considerable discussion followed. The motion passed unanimously.

Mattie Gustafson made a motion that we create a letter to existing loan holders, forgiving their loans, the amount we are forgiving, and informing them we are converting the loan fund to a scholarship fund. The letter will invite people to support the loan fund with a contribution. Karen White seconded the motion. Motion passed unanimously.

Renewal Works (RW)— Linda Drummond reported that she has found a person to be the Renewal Work's facilitator. Bev Hall offered to co-facilitate the project; a second person is needed, and an administrator. Ray LaPointe, a member of Trinity North Situate, is attending the August Vestry meeting to talk about his experience using RW at Trinity. A start date will be planed for in January 2016, and will be presented as a Vestry initiative.

Closing Prayer—Linda Drummond

Vestry Meeting Closed at 8:35 p.m.

Next Vestry Meeting: **Wednesday August 19th, 2015 at 6:30 p.m.**

Respectfully Submitted, Christine Cassels, Clerk