

**ST. MARY'S EPISCOPAL CHURCH**  
**VESTRY MEETING MINUTES**

November 19, 2015

**Present:** Senior Warden- Linda Drummond, Junior Warden- Dave Monroe, Treasurer- Chris Winslow, Clerk – Mattie Gustafson, Marshall Lundberg, Christian Myers, Chris Barker, Anna Zambrano and The Reverend Jennifer Pedrick, Rector.

**Absent:** Judy Hall, Amanda Westrom

The meeting was called to order at 6:37.

The Vestry then continued with study and discussion of Acts, Chapter 2. Jennifer requested that we read Chapter 3 for next time.

**Reports – Consent Agenda**

The minutes for the October meeting and the Property Commission report were removed from the Consent Agenda. The remaining item, the Senior Warden's Report, was approved.

The Rector then made two clarifying additions to the Minutes. Linda D. made a motion, seconded by Dave M. to accept the Minutes as clarified. Motion carried.

**Rector's Time**

Jennifer welcomed our new Vestry member, Chris Barker.

- The Vestry then went into Executive Session to discuss some personnel issues. -

*New Sexton* – Jennifer has hired Anthony Geer, Program Director at the Edward King Senior Center, to be a part-time sexton. He has a clearly defined job description and will report to Dorothy. She will act as a clearinghouse for Commissions or members that need something set up or fixed, etc. He should be starting November 18<sup>th</sup>.

*Stewardship*

Jennifer reported the following numbers:

With approximately 50% of anticipated pledges in, we have received 75 pledges.

- 31 have increased their pledge
- 7 have decreased their pledge
- 32 have shown no change
- 5 new pledges

The total for these 75 pledges is \$158,330. With estimates of another \$67,554 to come in (the rest of the 50% who pledged last year plus some additional new pledges who are expected to pledge), the total would be \$225,800 – about \$5000 below last year's amount.

## **Treasurers Report**

Chris W. went through the many reports she had distributed via email.

She then passed out an initial draft of the 2016 Budget. She does not yet have all the information she needs (insurance rates, etc.), plus there are a few more areas she needs to adjust – in order to put the budget into final form. But even at this point it seems that we will need to make some decisions – cut expenses? Raise our income, somehow? Take more of a draw from the endowment? Chris said there are some difficult choices that need to be made. The second draft will be ready for the next Executive Committee meeting.

Question – Should we increase the amount the Bridge group pays us for use of the building? This led to a discussion of the Committee that had been put together to discuss general use of our buildings, user fees, rules and procedures. This group (Dorothy, Marshall and Ted Bierman) had decided not to increase the rent this year – for any group? This issue may need to be revisited.

Dave made a motion, seconded by Anna Z. that we accept the Treasurer's Report. Motion carried.

## **Property Commission Report**

### *Fences around drainage ponds*

The cost to construct fences around the two drainage ponds will be roughly \$7,000. Ted B. had brought this amount to the Finance Commission for its recommendation, but no source of money was found. Since this is a safety issue, Dave suggested this project needed to be a priority. Dave made a motion, seconded by Marshall that we expend \$2529.44 on constructing a fence around one drainage pond- the one in the parking lot. Motion carried.

David suggested that we craft some kind of capital campaign in the near future to deal with this kind of property repair and upkeep. Jennifer pointed out that the Property Commission has crafted a solid list of 3-5 years' worth of repairs and maintenance, and what we need to do now is talk about how to fund these things.

Chris B. suggested that we design a capital campaign to be called *Raise the Roof*, and he and his wife, Sara, will volunteer to hold some kind of "dance event" to kick off the campaign. More to come on this...

### *General Cleaning*

Jan-Pro Cleaning Systems will be handling the heavy, weekly cleaning required. Our new Sexton will be in charge of minor cleaning.

The contract with Gill – for lawn work and snow removal for 2016-2018, is up for renewal at a cost of \$58,440.

Dave asked if the Vestry needed to approve these expenses. Normal, routine maintenance expenses are budgeted for, and therefore get Vestry approval when the budget is approved. Separate approval for these items is not necessary.

#### *Sale of the Old Parish House*

Prior to publically listing the Old Parish House Property on the open real estate market, we received two bids for the property.

The Sarah Gibbs Trustees met and approved the sale of the property, but did not approve requests for either a septic or parking easement.

Once the bidders were apprised of this, one of them dropped out. There is much more work to be done, but we are prepared to go forward with the remaining bid.

A motion was made by Dave M., seconded by Anna Z., that we authorize the Senior and Junior Wardens to execute a purchase and sale agreement with Hill Realty Company, for the “Old Parish House” and the land on which it sits. Motion carried.

**Old Business** – was essentially reported on in the Senior Warden’s Report.

#### **New Business** –

##### *Vestry Nominating Committee*

We have a Nominating Committee of two – Marshall Lundberg and Anna Zambrano – both of whom are going off the Vestry – to solicit nominations for all open Vestry positions for 2016. Linda mentioned that the latest ECF Weekly Newsletter dealt with recruiting Vestry members.

##### *Outreach Request*

Please see the formal request from the Outreach Commission re an effort to send a shipping container full of clothing, toys, school supplies and household items to Nicaragua.

Dave moved, with a second by Anna, that the Vestry approve participation in this outreach project.

The meeting was adjourned at 8:57.

Respectfully submitted,  
Mattie Gustafson, Clerk