

ST. MARY'S EPISCOPAL CHURCH
VESTRY MEETING MINUTES
July 20, 2016

Present: Senior Warden- Linda Drummond, Treasurer- Christine Winslow, Clerk– Mattie Gustafson, Jenny Williams, Chris Bartlett, Christian Myers, Trish Culver.

Absent: Junior Warden - Dave Monroe, Judy Hall, Dave Ferkinhoff, Chris Barker, and the Rev. Jennifer Pedrick.

The meeting began with a Bible study of Acts, Chapter 8.

Consent Agenda

Chris Bartlett made a motion, seconded by Mattie Gustafson, that we accept the Consent Agenda, which includes the Senior Warden's Report and the Minutes for the June 16th Vestry meeting. The motion passed.

Treasurer's Report

Christine W. went over some highlights in her report.

One issue we discussed was the apparent confusion over graveyard lots – when payment was due; whether lots could be reserved without payment; and what might happen if someone changed their mind and wanted a refund for advance payment. The current brochure is a bit unclear, and some of these issues are new, with no provision made for them. Dorothy is researching these issues, and ultimately some new guidelines/policies and a new brochure will have to be drawn up.

Chris W. explained the difference between an Audit and a review – which is the procedure St. Mary's has been following. For cost saving and to be in strict compliance with the Diocesan requirements, we discussed changing to an internal audit.

Chris Winslow made a motion that Michelle Freitas, Bill Hall and Chris Bartlett be commissioned to conduct an internal audit of the 2015 financial records of St. Mary's Church in accordance with the requirements of the Diocese. Christian M. seconded the motion. The motion passed.

Linda asked that this 3-person team plan on meeting with the Finance Commission once the audit is completed.

Property Report

Oliphant Lane Property

No proposals have come in from the Aquidneck Land Trust or RI Nurseries. The Standing Committee did not meet in June, so they did not act on our letter regarding permission to sell this property, and they will not meet again until September. Dave M. has requested that they somehow manage to come together to act on this issue, as we can't do anything until they make a decision.

Although the Property Commission has reported they are ready to proceed with the architectural and engineering study of the church, the Vestry needs more clarity as to what exactly we are asking NewPort Architecture LLC to do. Linda, who has a copy of the contract, will send out a copy of this contract to all Vestry members. Chris Bartlett suggested that we invite an architect from the firm to our August meeting to briefly explain to us what is involved in what they plan to do. Christian M. will look into how the Property Commission arrived at the firm they propose to hire and what was to be included in the work to be done. This issue will be discussed at the August Vestry meeting.

Old Business

There were no reports from the Raising the Roof effort or the By-Laws review, as neither chairperson was at the Vestry meeting. These reports will be moved to the August meeting.

New Business

Linda reported that Amanda Westrom has resigned from the Vestry. Jennifer accepted her resignation. Amanda was also a Sara Gibbs Trustee, so a replacement for her on that Committee will have to be found.

Linda closed the meeting at 7:45 p.m., saying "Go in peace."

The next meeting is Wednesday, August 17th at 6:30 p.m.

Respectfully submitted,
Mattie E. Gustafson
Clerk