

ST. MARY'S EPISCOPAL CHURCH
VESTRY MEETING MINUTES
August 31, 2017

Present: Senior Warden- Linda Drummond, Junior Warden – Dave Monroe, Treasurer- Chris Bartlett, Clerk– Mattie Gustafson, Chris Barker, Jenny Williams, Peter Collins, Steve Downing, Paul Westrom, Christian Myers, Trish Culver, Michelle Freitas, and Dave Ferkinhoff.

Murry Edwards joined the meeting for the Website presentation.
The Rector is on sabbatical.

The meeting began at 6:06 with a prayer and a bible study of Acts, Chapter 16.

Consent Agenda

Chris Bartlett made a motion, seconded by Dave F., that we accept the Consent Agenda, which included the Minutes and the Financial Report for July. The motion passed.

Senior Warden's Time

- Thank you to the whole cleaning crew, who just spent 3-4 hours before Vestry filling up the dumpster with stuff from the basement. It is a work in progress, i.e. *still* more to throw away, but an excellent start has been made.
- Linda also mentioned the devastation in Texas and urged Vestry members to consider donating to Episcopal Relief & Development, which organization is participating directly in the relief efforts there.

Welcome Back, Jennifer

Jennifer will be back tomorrow, September 1st. Linda expressed her thanks to all the staff, lay leaders and the very Rev. Katherine Ragsdale – all of whom did wonderful and skilled jobs, during Jennifer's sabbatical. We are planning a welcome reception for Jennifer on 9:00 Sunday (between the services). Please make every effort to attend.

Staffing Update

Linda has tried to be available for all staff members during Jennifer's absence, and the staff itself has really pulled together and done some amazing work. The Vestry is encouraged to express their "thanks" as well, for jobs well done.

Meeting with Canon Grentz

Because of several scheduling difficulties, Canon Grentz met only with the Executive Committee, and the focus for the meeting was how St. Mary's was going to go forward once Jennifer returned. Linda G. had several suggestions of changes we could make and procedures we could put in place that would help with planning, budget and personnel.

Graveyard / Cemetery

- Remove graveyard sales proceeds from the operating budget.
- Create a business plan for the operation of the graveyard.
- Establish a Committee that is in charge of policies and procedures for the graveyard.

Debbie Timby, Bob Vergnani and Dave Monroe are looking at current policies and procedures in order to update and clarify them.

Vestry Governance

Create a set of guidelines (covenant) for how the Vestry is to operate. The Vestry used to have one, but it is no longer used. Chris Myers and Murry have a copy of this covenant. They will send a copy to Linda D.

Personnel

Establish a Human Resources committee that will assist with communication and feedback among the staff on a regular basis.

Linda G. will be back in the Fall sometime to continue the conversation about our endowment and other financial matters. This meeting will be with the entire Vestry.

Murry Edwards and Mattie Gustafson presented the new website to the Vestry.

Senior Warden's Time (cont.)

Three Summer Vestry Projects

Clean out the basement – on-going but in process! Thanks again to all who did such great and good work this afternoon.

Fall Schedule – Gabe has been working hard and the schedule, both for Worship and Christian Formation, are pretty much in place. Gabe needs more volunteers to help out with *all* these programs. Please consider service in this area.

Keeping in touch with "new" parishioners – Not as successful as the other two projects. Many folks weren't there, or didn't respond.

Working with newcomers can be very discouraging and difficult. Canon Greutz has authored a workshop series entitled *Open Doors* which focuses on how to bring newcomers "into the fold." Since we have decided that growth must be one of St. Mary's priorities, Linda D. has asked Linda G. if she would come and present this workshop for our leaders. Date and time tbd.

Property – Dave Monroe

New sign for entrance driveway – There was much discussion on:

- New Parish House symbol vs Episcopal Church crest and placement of both
- Replacing “Welcome” at the bottom with “Grow with us”
- Cutting down or trimming trees (on both sides of sign) so that sign is visible
- Making hours attachment easily changeable
- Moving the sign closer to the driveway

Dave M. will discuss all these issues with Jennifer. They will make a determination and then order the sign.

Sexton

Dave M. recommended that we hire a Sexton for at least 4 hours per week. The process to be followed is

- Discuss duties with Kim and Jennifer
- Personnel Committee create a job description
- Back to Vestry to vote on funding. Chris Bartlett estimated that the cost for this Sexton would be \$3-6,00 per year. If a vote on funding is needed before the next Vestry meeting, a vote will be taken via email.

Miscellaneous property notes

Dave M. has management to get Waste Management to lower their fees a bit.

Dave M. also suggests that we advertise on Craig’s List and try to sell (for \$50?) the washer and dryer in the basement.

Catch All

Dave Brierley and Dave Monroe suggest that we register for an Amazon Smile account. That way, when folks buy things through Amazon and indicate they want to go through our Smile account, St. Mary’s will get a small percentage of the cost of the item(s).

Michelle F. suggested that St. Mary’s needs a corporate credit card. This issue will be on the agenda next month.

Also, the By-law review will be on next month’s agenda.

The meeting adjourned at 7:50 p.m. with Linda saying “Go in peace.”

**The day and time of our next Vestry meeting is
Thursday September 28th, 2017 at 6:00 p.m.**

Respectfully submitted,
Mattie E. Gustafson, Clerk