

ST. MARY'S EPISCOPAL CHURCH
VESTRY MEETING MINUTES
May 27, 2021 – In Person!!!

Present: Senior Warden-Marlo Pratt, Junior Warden-George LeBlanc, Treasurer-David Brierley, Clerk-Mattie Gustafson, Julie Zecher, Chris Bartlett, Lee Ferreira, Richard Updegrove, David Spengler, Peter Collins, Dave Ferkinhoff, and the Rector- the Rev. Jennifer Pedrick.

Absent: Matt Spohn and Chris Winslow

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

Reconnecting with each other, in the presence of God.

Discussion of Chapter 3 in the *Vestry Resource Guide*, with some of the following points and questions

- The chapter dealt often the idea of a Vestry Covenant, which we have, but have not looked at for a while. Mattie will send her latest copy to Marlo and Jennifer for review and discussion at a later date. This is a document that should probably be reviewed regularly. Richard U. suggested that this should be a regular part of any new vestry orientation process.
- Marlo suggested that we should have a Vestry orientation after each Annual Meeting, as well as a meeting half way through the year to check up on “the health of the Vestry.” Going forward, we will continue to work on and clarify the nomination and orientation process.
- The chapter mentioned the on-going tension between the Vestry focused on vision and mission and the reality of dealing with necessary everyday building, personnel and financial issues.
- Overall, this Vestry does a good job of implementing much of what Chapter 3 suggested, but this has come after much work and effort.

Tuck Fund

Chris B. gave a brief background and overview of the Tuck Scholarship Fund. The Committee that oversees this fund has suggested that we increase the current scope of the awards to include summer courses. After a brief discussion Mattie made a motion to accept the Committee’s proposal that the “Tuck Scholarship Fund award \$1000 to qualified students for one summer course, and \$2000 for two or more summer courses.” Chris B. seconded the motion. The motion passed.

Members of the Tuck Scholarship Fund Committee are Carol McOsker, Lynn Carlson, Murry Edwards, and Ted Bierman.

HCRT Task Force – Paul Westrom

Paul Westrom, chair of the HCRT Task Force, was present and delivered a comprehensive report to the Vestry about the historic church restoration, phase III, encompassing the interior of the church. Right now, there are a lot of “ifs” and contingencies that have to be fleshed out, before arriving at a firm monetary figure. Paul estimated \$450,000 as a fair and close-to-accurate monetary goal.

The Committee has decided that the closer we can keep the interior to “the original” the better – but there have evidently been several versions of “original.” The key is to pick one, and stick with it. The church is on the State Historical Listing, but the process of being included on the National Register has been temporarily halted because of COVID and the subsequent restricted access to archive collections in various libraries.

Right now, we need to begin communicating to our members what is happening with regard to this project, and the Renewal Fundraising Team has to be reconstituted. Peter and Jennifer will confer on re-forming this important team.

Richard U. made a motion that we re-commence the fundraising process, using \$450,000 as our goal. George seconded the motion, which passed.

Jennifer thanked Paul on behalf of the Vestry for all his hard work.

Updates from the Rector

Moving Forward Taskforce

The MFT working towards phasing itself out of business. What St. Mary’s needs now is to rebuild a ministry structure that supports worship services and other ministries of the church. The goal is to create a sustainable model of ministry and programming. We are determined not to offer a ministry unless we have enough people to sustain that ministry.

The decision has been made to continue outdoor worship, weather permitting. If the weather is not suitable for outdoor worship, we will gather in the chapel with anyone who is comfortable doing so.

We will also continue to be a “hybrid church” offering worship either outdoors or in the chapel, but always also offering online streaming and recorded services.

Safe Church

Safe Church is up and running. Vestry members need to complete their certification (or recertification) by our next Vestry meeting, June 24th.

Goals Discussion for 2021 – Jennifer

Jennifer handed out a proposed set of Goals for 2021 (which can be seen at the end of the minutes). David S. made a motion, seconded by Richard U. that we accept these proposed goals. The motion passed.

The issue of use of the building by outside organizations was briefly discussed. Richard U. reported that the Diocese has set up some guidelines and license templates that the church may use when dealing with this issue. Right now, St. Mary's is inviting all the 12-Step programs that formerly used our building to come back. We will need to do more work before we expand this invitation to other outside groups.

Personnel Handbook – Richard Updegrove

Richard presented a review of the recent Diocesan meeting on employees and human resources. The reality is that churches are a "business" and need a personnel handbook and personnel policies to act as an official guide to all concerned. This personnel handbook and policies need to be reviewed regularly.

Richard made a motion, seconded by Chris B., that we reconstitute a Personnel Committee and proceed to create a Personnel Handbook and review personnel policies. The motion passed.

Initial members of this committee are Richard, Murry Edwards and Peter Collins.

Rhodeside Revival – Jennifer

St. Mary's will be a drop-off spot for the Rhodeside Revival program of collecting waste for compost.

Junior Warden Update – George LeBlanc

George had sent out a complete report and highlighted the 4 following items:

1. Parish House – A group of folks re-stained the peaks of the parish house as an experiment – to see how long it would take and how well it would look. The conclusion was this project is very doable by a group of volunteers, and will cost a lot less money.
2. The East and West parking areas will be re-sealed sometime between June 14-16.
3. Three planting projects are underway – 2 trees (near the playground and the benches) , 16 arborvitaes (around the electrical boxes) and a number of plants to form a privacy barrier around the Rectory.
4. We are also experimenting with a solar light for the East parking area. If this works well, we may be able to light other areas with solar lighting and thereby decrease costs.

PPP Loan Update – Dave B.

Our PPP loan has been forgiven.

Consent Agenda

A motion was made by Richard U. and seconded by Dave F. that we accept the Consent Agenda, consisting of the April Vestry Minutes and Treasurer’s Report. The motion passed.

The meeting was adjourned at 7:33 p.m.

Respectfully submitted,
Mattie Gustafson, Clerk

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**Goals and Strategies for St. Mary’s Episcopal Church for 2021
Approved by the Vestry on May 27, 2021**

Goals related to mission and ministry:

- 1) We will continue to offer worship services outdoors during good weather, since this has been successful, and has brought guests to our property.
- 2) We will offer a ministry fair in the fall, connected to our stewardship kick off. This will be an opportunity to showcase current ministries, to invite people to join in serving in a ministry, and to tell the story of the mission and ministry we invite people to support with time, talent and treasure. The Stewardship Commission will lead this, with the participation of all ministry leaders.
- 3) We will regather a worship team (key leaders in all the areas of ministry) and return to indoor worship as we have enough lay support to offer more services. (We will need to reconstitute altar guild, choir, Eucharistic ministry, acolytes, greeters, and lectors.
- 4) We will continue hybrid worship (online simultaneous to in person) and ministry offerings allowing online participation in worship, education, and meetings.
- 5) We will appoint new leadership for Invite, Welcome, Connect. We will support and empower them to build the three teams, establish direction and goals for the remainder of 2021 and beyond.

Goals related to managing resources/governance:

- Continue managing endowment draw of 5.5%
- Act upon deferred maintenance areas that need attention.
- Support the final phase of the Historic Church Renovation
- Gather a personnel committee to create and administer a personnel policy.
- Renew our Safe Church administration as required by the diocese.
- Revise our bylaws as needed.