

ST. MARY'S EPISCOPAL CHURCH  
VESTRY MEETING  
MINUTES  
May 24, 2022

**Present:** Senior Warden-Marlo Pratt, Junior Warden-George LeBlanc, Treasurer-David Brierley, Clerk-Mattie Gustafson, John Corbishley, Julie Zecher, Matt Spohn, Richard Updegrove, and Rita Verespy

**Present via Zoom:** Ray Edler

**Absent:** Anne Wood, Peter Collins, and Lee Ferreira

**On Pilgrimage!** the Rev. Jennifer Pedrick

Marlo called the meeting to order at 6:01 and Mattie offered a prayer.

**Reconnecting with Each Other in the Presence of God** – David B.

The Vestry said together the service of Evening Prayer, led by David Brierley. Evening Prayer is offered by members of St. Mary's every evening at 5:30 on Facebook Live. This ministry is organized and led by Carol Brierley.

**Historic Church Update** – Marlo

Ron M. left a report, which has been published in the eNews and which will then migrate to the website blog entitled *The Work of Our Generation*. Things are looking good so far. The crew is looking hard for any internal leaks and so far, so good. They have encountered supply chain issues, especially for audio-visual equipment, but are trying to work around such matters.

**Stewardship Update on Historic Church Pledges** – Rita

Rita sent out a graphic (fund-raising thermometer!) showing progress. We have received \$328,231, through May 20, 2022. This is down from last reported as one donation had to be adjusted. These pledges are from 33 church members. Pledges received to date total \$79, 858.

Rita suggested that we plan some kind of stewardship party this year to celebrate the amazing commitment of St. Mary's members to their church. Ron M. had mentioned Sept. 2<sup>nd</sup> as being the church's "official" 175<sup>th</sup> anniversary. Maybe we could do something near that date. Mattie mentioned that *Invite, Welcome, Connect* had been talking about some kind of celebration in the fall. Once Jennifer comes back, we can all get together and begin talks and plans in earnest.

[Note: The cornerstone of St. Mary's Church was laid on September 2, 1847.]

**Historic Church Task Force Update** – Richard U.

The Task Force has not met since the last Vestry meeting. The only piece of business still pending is the discussion establishing a separate 501(c)3 entity for St. Mary's. Richard

distributed a memo regarding this issue, and recommended that any further discussion or action should wait until Jennifer's return.

### **Invite, Welcome, Connect** – Mattie G.

Lee F. submitted a written report which Mattie presented. Two main issues covered in the report were

- The on-going effort to coordinate communication among the three main online platforms – eNews, Facebook and the website
- Getting a head start on planning by looking forward to the fall and even beyond, to Advent and the holidays.

Marlo mentioned one of her priorities was to put together a parish-wide annual planning calendar. This will help groups coordinate efforts and once again, improve communication among the parish community.

### **Surplus from 2021** – Dave B.

Due to a number of circumstances, St. Mary's ended the year 2021 with a budget surplus. Thus far, 25% of this surplus has been put aside for perpetual care for our church yard. That left us with \$146,230.

David made the following motion: At the end of 2021 we had a budget surplus of \$146,230. I move that we take this amount and create a vestry restricted fund for special projects, and that we authorize up to \$60K of that for the repairs to the rectory.

Mattie seconded the motion. Much discussion followed.

- Richard U. asked what total amount has been committed to the historic church restoration, and where is it? He suggested the vestry receive a semi-annual breakdown of restricted funds, detailing both donations and expenditures.
- Richard was also concerned about future continuity. He asked if we had some kind of descriptive document that would help future treasurers acquaint themselves with the intricacies of our finances.
- Dave B. said he has plans to meet with Chris Bartlett to talk about phasing out Chris' company's role in our bookkeeping, and how (and when) such a transition could best be accomplished.

John C. suggested an amendment to the original motion, thus dividing the motion into two parts.

1) At the end of 2021, we had a budget surplus of \$146,230. I move that we take this amount and create a vestry restricted fund for special projects.

2) I move that we authorize up to \$60K from the Vestry restricted fund for the repairs to the rectory.

Matt S. seconded the amendment. The amendment passed.

### **Treasurer's Report** – Dave B.

David was able to show vestry members where the funds for the historic church were listed on the Treasurer's Report. He also pointed out that on the last page of the Treasurer's Report there was a detailed listing of all the active restricted funds, showing both receipts and expenditures.

The Line of Credit is still not in place, but Dave hopes the bank will have it in place before we need to use it. Thus far we have enough cash in hand to pay the contractor, and Dave intends to use up any cash we have before turning to the line of credit.

At the last Vestry meeting David was asked to create a monthly report detailing funding for the historic church.

### **Report on Historic Church funding**

- Cash in Bank on 12/31 - \$308,000 (1)
- Donations recorded 2022 - \$164,559 (2)
- Total pledges made - \$328,231
- Pledges paid to date - \$79,858
- Pledges remaining - \$248,373 (3)
- Total funding (1+2+3) = \$720,932

### **Property – Junior Warden Report** – George L.

Work on the Rectory continues.

- There have been some additional expenses:
  - \$4400 for a damaged gable and the subsequent trim and shingles that needed to be replaced.
  - \$2380 additional for materials, as costs of these materials continue to rise.
  - \$900 to replace 2 storm doors
  - Also, the basement entrance has rotted away, and no longer locks – so we will be replacing that as well.
  - So far, the total for the work should not exceed the amount that the vestry designated for this project.

We continue to have lovely wind storms, and trees continue to fall. NE Tree just removed a tree that fell during the windstorm of 4/18-4/19. This cost \$680. Jon Walker has finished cleaning the worship shed, and staining the floor.

### **Consent Agenda**

Richard U. made a motion that we accept the Consent Agenda, consisting of the April 21st Vestry Minutes, and the Treasurer's Report. Matt S. seconded the motion. The motion passed.

The meeting was adjourned.

Respectfully submitted,  
Mattie Gustafson, Clerk

### **Email Motion – Thursday, May 26, 2022**

David B. made the following two motions:

#1 - At the end of 2021 we had a budget surplus of \$146,230. I move that we take this amount and create a vestry restricted fund for special projects.

#2 - I move that we authorize up to \$60K from that vestry restricted fund for the repairs to the rectory.

Richard Updegrove seconded both motions.

Voting Yes –

Richard U.  
Mattie G.  
David B.  
Rita V.  
John C.  
George L.  
Matt S.  
Marlo P.  
Lee F.  
Ray E.  
Jennifer P.  
Julie Z.

**Motions Pass**