

# Vestry Minutes

St. Mary's Episcopal Church

9085 Calvine Road

Sacramento, CA 95829

February 12, 2017

"Opening Hearts and Minds to All"

**Core Values:** *Commitment, Care, Compassion, Celebration*

**Purpose:** *The purpose of St. Mary's Episcopal Church is to restore all people to unity with God and each other in Christ.*

## Fellowship

Vestry Members Present: Carl King, Richard Lange, Patti Mangabay, Carol McElheney, Mark Nill, Rod Pugh, Diana Siers, Julie Vice, Sarian Wyse.

Officers Present: Lois Anderson, Susi Jacobo-Vice

Clergy: Rev. Anne Largent Smith

Visitors Present: Kathy Lawler

Vestry Members Absent:

## Order of Business

- Meeting started at noon.
- Opening Prayer – Anne
- Orientation: Vestry Agenda and Process – a sample agenda was distributed and procedures presented.
- Orientation: Consent agenda, minutes, financials – these were explained
- Orientation: bylaws, canons, procedures – copies of these were distributed and explained
- Orientation: Opening and Closing Procedures – were discussed, explained, and demonstrated.
  
- Call for additional agenda items

## Consent Agenda

- January Minutes (attached)
- December financials (attached)

**Motion:** Moved by Diana Siers, seconded by Mark Nill, motion carried, to accept consent agenda as presented.

## Information / Discussion / Decisions

**Clerk -** By consensus, Lois Anderson will be the clerk for this year.

**Security** – We have been broken into numerous times in the last year. We are constantly trying to stop this from happening. Proposal to add an outdoor siren to the inside alarm. This would alert the burglars and the neighborhood that there is a problem. This would cost us \$175. Julie Vice moved that we approve spending up to \$175 to install an audible alarm outside our building. Richard Lange seconded. Motion carried. Anne Smith will follow through with this.

Discussed adding a locked chain across the parking lot. Julie Vice will collect more information to present to Vestry.

Discussed hiring a security company to randomly drive through the property. Julie Vice will research this and report back next month.

**Financials** – Rev. Anne asked for a reallocation of part of her priest's funds from one category to another. Diana Siers moved that we take \$200 from Anne's travel budget and move it to the gym budget. Carol McElheney seconded. Motion carried. Anne also reported that she plans to taking a course this summer and it will include flying. Her research indicates that that can be covered by her travel budget.

**Treasurer's Records** – The treasurer needs a person to review and sign off on Bank Reconciliations on a Monthly Basis. Rod Pugh volunteered.

**Mutual Ministries Review** – This a review of how it is going in the parish and needs to be accomplished once a year. Diana is in the process of scheduling this meeting. Each member of the Vestry needs to submit a list of Saturdays, from now until July, that they would not be available and send the list of those dates to Diana by next weekend.

**Yelp** – Our information is wrong. Anne Smith will handle making the corrections.

**Mutual Invitation Process** – Kathy Lawler presented how the mutual invitation process works.

**Formation** - We used the mutual invitation process to create norms for the vestry at this meeting. Kathy Lawler will take our suggestions, prepare a revised set of norms and we will continue the discussion at the vestry retreat. We all need to read the Elements of Organization by the meeting.

#### **Calendar Items**

- **Now**: Complete Safe Church training modules and turn in certificates of completion
- Congregational Leadership Conference, **February 25**, 9 a.m. – 3:30 p.m., St. Luke's, Woodland
- Vestry Retreat, **March 4**, 9 a.m. – 4 p.m., the Lawler residence, Elk Grove
- Next Vestry meeting **April 2**, 11:30 a.m.

#### **Vestry Report Assignments for 2/18-19**

CommUnity: Julie Vice    Sunday 8:00: Richard Lange    Sunday 10:00: Mark Nill

#### **Closing**

- Review action items

Closing Prayer Circle

#### **Adjournment**

Closed at 2:04

Respectfully Submitted,

Lois B. Anderson  
Clerk of the Vestry