

Vestry Minutes
St. Mary's Episcopal Church
March 11, 2018
"Opening hearts and minds to all"

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

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

2018 Vestry Goals: Create a Path to Sustainability ✕

Foster Growth: Spiritual, Commitment, Numbers ✕

Develop a Vision Statement Centered Around the Long-Term Goals of the Congregation

Time with the Bishop

11:30 am – 12:30 pm

Formation

- Fellowship

Vestry Members Present: Richard Lange, Abe Nyoka, Jake Pfau, Rod Pugh, Hayley Sharpe, Scott Siers, Al White.

Officers Present: Lois Anderson, Veena Rath

Clergy: Rev. Anne Largent Smith

Visitors Present:

Vestry Members Absent: Bruce Jackson, Mark Nill

Order of Business

- Meeting started at 12:34 pm.
- Opening Prayer – Anne
- Call for additional agenda items
- Approval of Agenda
- Appointment of timekeeper and action item tracker: Jake time keeper, Scott Action items
- **Vestry Report Assignments 3/18:** Sunday 8:00: Richard Sunday 10:00: Hayley

Consent Agenda

- Consent Agenda: January Minutes (three sets), January Financials, Parochial Report, reports from Priest-in-Charge, Senior Warden, Junior Warden, Stewardship Team, Worship Team

Motion: by Scott Siers, seconded by Rod Pugh, motion carried, to accept consent agenda as presented.

We are greatly appreciative of the work Susi has accomplished as treasurer.

Formation & Goal Work

Goal Work Discussion of responses to our meeting with Bishop Beisner immediately prior to this meeting. Addressing the three goals listed at the top of this page, which of those goals are we most called to address? **Goal 1:** Abe, Rod, Veena, **Goal 2:** Hayley, Mark, Jake, Dick, and **Goal 3:** Scott, Al, Anne. Broke into the above listed 3 groups, to address how to work on each goal. Distributed a worksheet to complete. This information needs to be submitted to Rev. Anne by March 22.

Sustainability, create a goal to achieve a plan for financial stability, income needs to be greater than expenses

Growth: to act in ways to foster growth in our community

Vision statement: to develop a vision for St. Mary's and use it to develop 2 real options for the property and decide.

- **CommUnity-related Assets** – Julie has offered to pay \$1500 to purchase the equipment used for CommUnity. The wardens propose accepting \$1200 which will allow St. Mary's to purchase separately the equipment we would like to own. Scott moved that we let Julie purchase the Community equipment for \$1200. Hayley seconded. Motion carried.
- **Check signers and credit card holders** Mark Nill, Rod Pugh and Lois Anderson volunteered. Scott Siers moved: Resolved, that Mark Nill, Rod Pugh, and Lois Anderson be added as a Company Official on the Patelco Credit Union Accounts; and, Resolved, that David Gleason be removed as a Company Official on the Patelco Credit Union accounts. Seconded by Richard. Motion carried. Motion by Anne to approve adding Sarah Meckler-Tate as a credit card holder with a limit of \$500.00 and to remove Steve Corey, John Stoppelmann and Lori Hill. Seconded by Abe. Motion carried

Discussion

- **Letter of Intent from Woodside Homes requested:** Anne has instructed Kirk Bone to request a Letter of Intent from Woodside Homes stating the amount they would offer to purchase our property, and what their terms, conditions, and timeline would be.

Information

- **May 12 Vestry meeting and Mutual Ministry Review:** 12 pm to 3 pm. 12-1 Vestry meeting, 1-3 ministry review. Homework will be sent out.
- **Reserve Study request:** We will need to hire a company to develop this study. Al has agreed to be a contact for this company. We are working on developing the information needed to choose which company to hire.

Closing

- Review action items
- Closing Prayer Circle

Adjournment

Closed at 2:06

Respectfully Submitted,

Lois B. Anderson
Clerk of the Vestry

Consent Agenda

Priest-in-Charge Report for March 2018

Property: Last week, with the support of Canon Andrea McMillin, I spoke with Kirk Bone about proceeding with issues related to getting an offer on our property, and officially requested that Kirk communicate with Woodside Homes to tell them we are interested in knowing what offer they might

make for our property, and to request a letter of intent from them stating the price they would like to offer, the terms and conditions, and a timeline.

Fireworks: I was contacted by Sally of TNT about our parking lot being used for a fireworks stand. The booth would be run by Fite Elementary School. Our fee would be \$1,000 for the use of our property. This means that we will not host a stand for Victory Outreach South Sacramento, an idea that had been proposed by them several months ago.

Administrative Assistant: Following the departure of Lori Hill as administrative assistant in January, I worked with Diana Siers and JoAnn Vice to develop a job description. Ads were placed with Indeed.com and ZipRecruiter.com, and on Facebook. More than 150 people applied. I interviewed 3 in person. Sarah Meckler-Tate was hired and started work on February 13. With help primarily from Diana, we continue to train Sarah for her work. I have appreciated her conscientiousness in working the hours assigned and no more—this should make our budgeting process easier and more accurate.

Some other highlights of my work last month:

- Enjoyed being present at the Shrove Tuesday pancake supper, which drew about 2 dozen people. It appears that we need to do some work in the future to better communicate what the event is about and how to participate. I'm grateful to the Nill and Siers families for doing the work to offer the dinner!
- Preached and presided at our Ash Wednesday services, which were quite good. We had a nice turnout—76 total for the two services combined (that's double-counting me, of course).
- Took the items collected for refugees to the Refugee Enrichment and Development Association with the help of Diana and Destiny Siers. It was a joy to give the many items to help people in need.
- With the wardens' help, placed a new corkboard in the Fireside Room to display Vestry reports and information to the congregation. These previously were available in the Noah Room, but since fewer people now spend time there, it seemed good to place Vestry information in a higher-traffic area.
- It was in January, but preparing for the Annual Meeting took many hours of my time, and I believe we were able to conduct a good, effective, pleasant meeting.
- Commenced our Lenten Bible study, including offering the study online as an experiment. This is the first year I've taken on both the noon and evening studies, and the first time we've focused on studying Biblical texts rather than a topical book. I hope that we can continue these studies and expand not only what we offer but also the number of people involved.

With joy,
Rev. Anne

Senior Warden's Report

Two focuses:

1. We have agreed to our goals for the year; however now the work begins.

- We will now split into three groups (each group taking a goal)
- Each group is expected to complete a preliminary calendar and check list (for the year) for their goal by March 22. Please share this material with Anne via email on or before March 22nd.
- This work will be compiled and shared with the upcoming Vestry materials prior to April 8 meeting. Questions and discussions should start via email, so we can solidify monthly targets for each area at the April 8 meeting.

2. All vestry members have had one on one meetings with Anne. Thank you so much for taking the time to do this. Initial feedback from Anne and those I have spoken with is that the meetings were fruitful and productive. I will now look to schedule additional one on one meetings as well as other smaller team building opportunities (outside scheduled Vestry meetings) throughout the rest of the year (quarterly if possible).

Junior Warden's Report

On February 24, St. Mary's held its first work day of the year. We had people working outside and inside. Outside, we had 5 people (Mark Nill, Abe Nyoka, Al White, Taps Taporco and Scott Siers) we were able to remove the juniper bushes (root and all) from around the sign, knock down the palm tree blocking the church sign for westbound traffic, and prune the tree outside of the Noah room. In addition to this, we were able to remove the CommUnity times from the church sign and the banners. Inside, Diana Siers was able to catalog all of the banners we currently own. Thank you to all who came out.

Going forward, we will hold a work day on the last Saturday of every month. We will start with a bible study at 8am and start working at 9am. The next date is March 31 to spruce up the property for Easter on April 1. I hope to see you out there for the next work day.

Stewardship Team Report:

This year, the Stewardship Team is also incorporating Outreach opportunities. We have had a great start to the new year so far. Our game nights continue to be a lot of fun as we work on our steward of relationships as we learn to play new games and play some familiar games. Sunday School raised a total of \$530 during the end of last year and decided to use the money for ERD Gifts for Life again this year with the purchase of two pigs, two goats, a flock of chickens, and a share of fruit trees.

During Epiphany, we had a reverse offering for an organization that is helping the refugees in our area. We were able to collect 2154 items. The staff at REDA were so grateful, and they assured us that the items would be very helpful to their clients. On Feb. 18th, we had a special offering for ERD and we raised a total of \$265.

We are currently running an "Adopt-A-School". Instead of having another reverse offering, we decided to do it as a sign-up. The school is Mary Tsukamoto Elementary School which is a school very close to St. Mary's and they are very excited to be working with us and to receive these items. We will be collecting these items through Easter and be delivering them on April 2nd.

As we look into March, we will have 2 more special offerings: one for the Bishop's Appeal and one on Good Friday for Diocese of Jerusalem. (Diana Siers for the Stewardship Team)

Worship Team Report:

The Worship Team had a lot of work to do to prepare for Lent and accomplished all with a lot of helping hands. The Altar Guild in particular had a lot of details to attend to, and we are grateful for their many contributions. In addition to ensuring that needs were taken care of for Ash Wednesday and the start of Lent, the team is working on our Holy Week and Easter services with an eye toward making things go smoothly and making the services special as is always appropriate. (Rev. Anne Smith for the Worship Team)