

**Regular Meeting St. Matthew's Vestry**  
**Minutes**  
**Thursday, April 21, 2022, 5:30 PM**  
**Mtg via Zoom**

**Present:** The Rev. Betty Glover, Jessica Ives (Parish Administrator), Allen Todd (Treasurer), Charlene Marth (JW), Ann Fleenor, Laura Bender, Mary Johnston, Alan Hayton (SW), Tom Marsh, Maggie Castellini (Clerk; arrived late), Roslyn Allen

**Opening Prayer:**

**Approve Minutes:**

- Regular March Vestry Meeting
  - Moved Charlene, 2<sup>nd</sup> Tom; approved unanimously
- Special Vestry Meeting (4/12/22)
  - Moved Charlene, 2<sup>nd</sup> Allen T
  - Corrections page 2, 2<sup>nd</sup> paragraph – strike “possible” from “possible foundation sinking”; correct spelling for Len Kravitz; approved unanimously

**Junior Warden Report: Charlene Marth**

- Contract with Extreme Environmental to remove asbestos from ceiling (start May 4)
  - Need 2 volunteers to take 2 hour class to safely remove items from parish hall; Tom volunteered, also Lori Bishop has offered (if timing works)
- Tiles and glue in Sanctuary tested positive for asbestos
  - 14 hr asbestos safety training in Anchorage required before drilling into floor
- Insurance adjustor inspected and will submit report to insurer
  - Depending on policy, only some of cost may be covered
- Bratten Restoration will provide quote for cleaning mold from Sacristy
  - Some damage to cabinetry
  - Ask Bratton if opening windows upstairs will help improve air movement?
  - Floor is warped; G2 will inspect/provide estimate
- Columbarium – Bill Gordon would like to move forward
  - Discussion about planned location (Sandberg side)
  - Committee volunteers: Ann, Maggie (after July1), Bonnie Marsh, Laura depending on timeframe, Bill Gordon (?); suggestions: Jeremy Johnson, Karen Parr, Click Bishop once plans are in place
- New door is mostly installed
  - Uneven foundation will likely increase cost of installation – should complete tomorrow

**Finance Report: Allen Todd**

- Income/Expense
  - Through March total income only 17% of budgeted (24% of year)

- Office operations still trending high, will need to check if all expenses in this category are correctly assigned
- Utilities at 29% (related to heat)
- Note – one payment for Building Insurance (6743) made last year
- Net Income -\$25K
- Restricted Accounts: Line 31216 – Moody Bequest – now \$631K; need to check if final \$1700 check included
- Income categories 5800 (Passthrough collections)
  - 5891 Non-titheable Income, not passthrough
  - 5840 and 5860 (Episcopal Relief and Development and Endowment Board) passthrough)
- Operating income in March 2022 is lowest in 5yrs
- Cash flow
  - Account balance ~\$31K, estimate ~17K end of month
  - Finance committee recommends moving \$70K from Moody Bequest (\$30K for asbestos abatement, non-titheable)
    - Discussion surrounding recommendation – have not heard yet about possible FIT grant, insurance to help with asbestos abatement; concern about using Moody bequest for operating expenses
    - Had projected -\$60K deficit; hopefully income will increase as we open back up; not sustainable
- Motion: Allen T to move \$70K from Moody (\$30K non-titheable; \$40K operating titheable); Tom 2<sup>nd</sup>; passed unanimously
- Cost for mold removal could come from \$3K non-titheable (5891) or from Building fund
- Need to make announcement to congregation about financial situation, need for continued income – Allen T will go to LiveStream Service on Sunday and update

**Parish Administrator Report: Jessica Ives**

- Huge thank you to Steve Marth for removing hardpack – donated time
- Grounds care
  - Tom volunteered to do mowing
  - Need other volunteers for when Tom is not available and to do weed whacking and spring cleanup
- Hybrid services
  - AUP estimated \$275 for cable to mount camera in rear of Sanctuary; Jessica will install
- Snowblower – in Narthex – need to find permanent storage (more secure shed?)
- May 4 asbestos abatement will begin; May 8 service will be pre-recorded as we won't have access to Nave – will still offer drive-through Communion

## **Rector Report: Mother Betty**

- Bishop Mark MacDonald has resigned – link in eBlast for full, official announcement from Anglican Church of Canada
- Services
  - Many coming for drive-through Communion; Good turnout on Palm Sunday and Easter
- Parochial Report
  - Annual, report attendance numbers, etc (also relevant to FIT grant)
  - Vestry no longer needs to certify, just approved by Wardens; Vestry may receive copy. Without objection, Parochial Report will be filed on-line by Jessica.
- Police called 2x - one for late night, unidentified man trying to get into church and one person being verbally aggressive; both left before police arrived
- Masks in church building now optional for weekly staff and the limited number of people passing through – does not include services as we re-open where numbers will be higher and people spending longer in close contact
- Need to consider building cleaning (~\$3K budgeted)
- Looking for Vestry member (or other) to lead Visioning group; requested suggestions
  - Mission statement developed during rector recruitment a good starting point, but the church has changed
  - Would be helpful to know who is attending online services
  - Allen T volunteered to be involved .
- Bishop returns from sabbatical May 8

## **Opening and Closing Prayers next meeting**

Open Allen T

Close Tom

## **Next Meeting**

**Finance**            May 10

**Vestry**             May 12 (Several may not be able to attend)

**Closing Prayer:** Laura

**Adjourn 7:14pm**