

St Mark's Episcopal Church
Vestry Retreat Meeting Minutes

February 6, 2021

The meeting was called to order at 9:59 a.m. by Reverend Elizabeth Gardner via Zoom Video Conference.

Present: Jimmy Bailes, Charlotte Brown, Eric Bryda, Francisco Escobar, the Rev. Elizabeth Gardner, Richard Krewson, Stephen Mitchell, Mary J. Stockstill, and Tracy Tienken.

We began the meeting by sharing little known facts about ourselves.

We then watched a video entitled We Are Rowers. Our vestry should work as if we are rowers: teamwork, consensus, communication, inclusive, and hard work – our Vestry's vision.

History of St Mark's Vestry structure:

- Rev. John Weatherly – vestry members would chair certain committees.
- Rev. John Hall – SWEEPS
- Rev. Elizabeth Gardner – The Vestry is a governing body, not chairs of committees. We need to look at the big picture and be thoughtful, mindful, and intentional about St Mark's.

Questions to consider:

Integrity- Are we being honest, direct and respectful? **Legacy-**What story do we want to tell?, **Conscious** – Did I bring up my thoughts and feelings within the vestry meeting?, **Maturity-** What's the wise thing to do?, and **Relationships-** What does love require of us?

Topics for discussion should include the backstory so that new members of the Vestry are better informed.

Break

Meeting resumed at 11:04

We saw a Video Clip reminding us, in this most unusual time, that the church is not a building, it is the body of Christ wherever it may be.

Unanimous approval of the Annual meeting minutes with an addendum. During the meeting, 28 Votes for the slate by Zoom and 5 additional votes by email or text to the affirmative. Tracy Tienken was added to the slate after the meeting and was voted by vestry members to serve on the vestry. Minutes were filed.

Election of officers

Rev Elizabeth proposed the following slate of officers:

Senior Warden – Steve Mitchell

Junior Warden - Virtual Church – Francisco Escobar

Junior Warden - Physical Church– Charlotte Brown

Treasurer – Eric Bryda

Clerk/Registrar – Mary J. Stockstill

Parliamentarian - Jimmy Bailes

Jimmy Bailes made a motion to accept the slate as proposed. Charlotte Brown seconded the motion. Further discussion? The slate of officers passed unanimously.

Vision Team – Pam Hamrin Leads, Tracy Tienken to represent the St. Mark's Parish.

Treasurer's Report:

2020 ended with a surplus of \$25,000 due to a bequest from a resident of The Fairfax and having to furlough staff due to the pandemic. Much of what is being accomplished is on a volunteer basis.

Migration to REALM which streamlined the financials and improved the manual process. Current software is online and costs more than the previous software but provides the ability to work from home. It allows multiple users to access it along with the ability to have online giving through the same software. It was recommended that St. Mark's should pursue more uses in REALM and the online training.

Physical Plant:

Maintenance over the past year included replacement of two HVAC units. The option to have a contract for yard care to include gutters, bioretention/rain garden cleanup, trimming, weeding, etc., so that the work would be scheduled. This will relieve us from having to contact and schedule the work individually. This work will be performed by The Yardman Lawn Service.

There is still a large list of items that need to be addressed but will have to wait until funding can be allocated.

In 2020, St Mark's failed the Fire Marshall inspection. Tagged items have been corrected.

Bioretention/rain garden inspection required repairs which have been corrected. Maintenance for this is ongoing.

Cleaning of the Church by Francisco Robles is three times a week. He is now under contract vs being paid as an employee.

River Farm Coop would like to stay at St. Mark's. They would like to sign a three-year contract with an increase in rent. It was recommended that the contract be defined that they use the current areas already being used and make no facility changes. Currently, RFC uses 50% of the utility costs reported each month. Discussion on a contract and costs will continue in March 2021.

During the next two to three years, St Mark's will research the possibility of housing an Episcopal pre-school at St Mark's.

San Marcos- No rent in 2020 and can not worship in the building until the Bishop allows us to reenter.

Pan de Vida – a few months of rent in 2020 but no rent in 2021. Again, they can return when the Bishop allows for us to reenter the building.

Scout troops, boys and girls, do not pay rent. An agreement will be made for the troops to contribute to our community by helping with projects and clean up days.

Continuing Business

Rev. Elizabeth will research ways/ideas for St. Mark's to fundraise.

The audit was completed. We are awaiting the final report.

Parochial Report is due in March.

The Vestry will meet the 4th Sunday of each month following our coffee hour.

An Order of Service for Noonday was held.

Jimmy Bailes made a motion to adjourn. Tracy Tienken seconded. The vote was unanimous.

Adjournment at 12:03 p.m.

Respectfully Submitted by Mary J. Stockstill