

St. Mary's Anglican Church

September 9, 2010 Vestry Meeting Minutes

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| Vestry Members Present: | | |
| Fr. Michael Sclafani, Rector | Tom Metry, Member | Jack Van Patten, Member |
| Peter Cabbiness, Sr. Warden | Virginia Engel, Member | Brandy Swisher, Member |
| Gerald Hatler, Jr. Warden | Judy Wilson, Treasurer | |
| Vestry Members Absent: | | |
| Kyle Campbell, Clerk | Invited Guest(s): None | Observer(s): Elaine Lynn |

- I. **Opening Prayer/Devotional:**
Father Michael began the meeting with a devotional on Luke 6:6 "Love Your Enemies" at 6:10 p.m.
- II. **Call to Order and Verify a Quorum:**
Quorum confirmed. Kyle Campbell is on vacation, and Virginia Engel is filling in as acting clerk for this vestry meeting.
- III. **Minutes of August 12, 2010 Vestry Meeting:**
Copies of the minutes were distributed. Peter Cabbiness moved to accepted minutes, Judy seconded. Brandy requested information regarding the "Closed Session" portion of the previous month's meeting and Father Michael stated that he would meet with her to discuss that. Motion was passed unanimously.
- IV. **Treasurer's Financial Reports**
 - a. Judy distributed copies of financial reports. She mentioned that there was very little to discuss as it is self explanatory. #1203 did require some explanation. Monies were transferred from money market account to general account in the amount of \$20,000 so it would not affect income and expenses. It shows a 0 balance. Income was up last month. Our income of \$9678.33 fell short of budget income by about \$2800.00. Judy asked if we need to include the \$20,000 transfer in the monthly diocesan assessment forms. Diocesan assessment on the \$20,000 will be approximately \$3,000. Father Michael stated that we only pay assessment on those funds as they are used, not in one full lump amount at the time of transfer/reporting.
 - b. Balance sheet shows that we currently have \$22,158.96 remaining in the general account. Tom Metry mentioned that the difference between our income and expenses is the "net disposable income" used for assessment purposes. For August, Judy stated, that none of the \$20,000 was utilized, so therefore it won't be included in the assessment.
 - c. Tom Metry inquired as to the amount of the electricity bill. Judy stated that the overall cost for electricity was \$654.07. It was the nearly the same for the previous year, even though we had additional Bible Studies and Vacation Bible School this year. \$100 from the VBS budget was set aside to supplement the electric bill. Judy stated that we will have to look ahead to this month's bill because the billing cycle cut off mid VBS week.
 - d. Youth Program reports were distributed. On the Profit and Loss Budget Performance sheet, \$339.44 was spent strictly from the youth account for VBS. Youth group account utilizes a debit card to reduce the need to collect receipts and write reimbursement checks for each individual item. The Grove shared the financial burden equally with St. Mary's for the VBS event.
 - i. \$708.70 remains in the St. Mary's Youth Program.
 - e. Father Michael passed out a new "Month by Month Giving Report" from Maryanne. It is a report that reflects the giving (separated into the various forms of giving: plate, pledges, etc) by month and the numbers reflect the decrease in attendance for a few of the summer months. Father Michael asked if this was a helpful report and if the Vestry would like to have Maryanne continue to provide it for the Vestry. The Vestry determined that it provides helpful information and that it should continue.
- V. **Property Reports**
 - a. Jr. Warden's Report was received by the Vestry.

- b. Tree Grant & Mulch **Note: Parishioner Elaine Lynn was present as an observer. Since she is part of the committee working on this project Fr. Michael allowed her to comment and ask questions specific to this issue.*
- i. Gerald Hatler had been asked to get opinions from various businesses that sell mulch. He took a sample from the mulch provided by John Pape. Gerald proceeded to share his findings in a Mulch Evaluation Report that was distributed to members of the vestry. The report expresses how he went about collecting information and his conclusions from each vendor. He found that the material was appropriate for its use, but is not landscape-type mulch (containing recyclable materials, including eucalyptus clippings that inhibit weed growth). The second question posed is "are we getting an appropriate mulch quality for what we are being charged?" It was determined that the material should cost between \$10.00 and \$20.00 per yard. We were charged \$36.00 per yard. Gerald's recommendation was that if we accept the material, then we should be charged an appropriate price for it.
 1. It was asked whether the cost of delivery was included or not. Gerald mentioned that one vendor delivered for free, and another had a fee of \$75-100. Gerald mentioned that at this point the delivery fee was negligible.
 2. Brandy questioned as to what depth the mulch would cover as the plans called for it to be 4" in depth. Gerald replied that it was for cubic yard.
 3. The grant application was for 240 cubic yards.
 4. Peter wants to confirm that we received what we are being charged for. Is the cost value appropriate?
 5. Elaine had questioned as to why only recyclable materials were looked at. Gerald responded that he took a sample (that included material from each pile of delivered mulch) to the various vendors, and they identified our sample as recycled scrap materials made of assorted tree trimmings with a high concentrate of eucalyptus trimmings.
 6. Elaine also had vendors analyze the mulch St. Mary's has. She shared with the Vestry a letter from Ron Nishinaka from Tree Fresno, and he stated, after inspecting the mulch, that it was an "excellent wood product, and would be appropriate as a top dressing at your site" and went on giving recommendations for John Pape and his work. Elaine also began an additional recommendation, and it was determined that Gerald Hatler had come up with similar responses that the quality of the type of mulch we received is appropriate to assist with weed suppression and moisture retention, the question is the appropriate cost value of the type of mulch we were sold.
 7. Tom Metry inquired as to the price when the original grant application was submitted. Elaine responded that the original grant was \$36.00. Father Michael clarified that it is our application that states we would be purchasing the mulch at \$36.00, not that there were original stipulations and requirements to do so. In other words, the state will reimburse us up to \$36.00 per yard for up to 240 yards of mulch.
 8. Peter Cabiness inquired as to whether we have a contract with John Pape specifying dollar amount per cubic yard and of the specific material that sits on the property. The only document confirmed was the grant agreement with the state, but there is no specific contract with John Pape. He went on to ask if anyone has spoken to John Pape about the price on the mulch. Elaine stated that she had gone to three places to get prices on the type of mulch that we were looking for, and the prices she got averaged \$36.00/yard. She had sent it in to the State for the application process.
 9. Gerald mentioned that his inquiry was to be a "fact finding mission". He went to answer the questions raised reasonably. He articulated his findings, and made his recommendations as the Junior Warden.
 10. Jack Van Patten mentioned that the values obtained a few years ago, are not true to date (due to the economy). The information provided to the state was the maximum

cost per cubic yard, but didn't mean that that was necessarily the amount we were seeking to pay.

11. Peter Cabbiness stated that it is the Fiduciary duty of the vestry to make decisions affecting the church. He questioned if it would be right if the vestry to vote to pay for an item that was being charged above its fair market value, when in fact, we should not pay more than fair market value as there is no contract, implied or expressed. It would be a breach of the duty of the Vestry to do so.

12. Gerald mentioned that when he began this inquiry, that there was not a contract in existence. We have asked the state for reimbursement up to a certain amount.

ii. Brandy mentioned that we need to meet with John Pape.

iii. At the direction and request of the vestry Gerald Hatler will meet with John Pape regarding the price, and steps to be taken. Brandy Swisher and Elaine Lynn will be informed of when that meeting will take place and will be invited to attend. Gerald stated that he will not engage in a discussion where he has to defend himself or his report.

iv. Tom asked if it affects the grant project if we pay less. Both Judy and Brandy confirmed that the state reimburses us based on the amount we pay.

v. Brandy stated that the only task left is maintenance once the mulch is completed.

vi. Father Michael asked Brandy about certification regarding the completion of the project. He asked about "seeding of turf" as mentioned in the grant application. Brandy stated she would talk to 'Darla' at the state regarding this, but she believes it is not a part of the "tree project" required to be completed for the grant.

vii. Jack Van Patten called for the Jr. Warden's report to be received so that is no longer just the Jr. Warden's report, but now becomes the responsibility of the Vestry as a whole. Father Michael also went on to thank Gerald for his hard work.

c. Office Building Thermostats

Father Michael donated new 7-day programmable digital thermostats for the office building to help control usage. He has installed one and will install the other in the coming days.

d. Lawn Irrigation System Repairs

The Lawn man replaced two sprinkler heads this past month.

e. Basketball Court

Father Michael mentioned that he met with nearby neighbors. Someone had been playing basketball at 1:00AM over a weekend. Father Michael told neighbor to call him, giving them his cell number, if it happens again. Father Michael asked Tim Leuth about it, and he mentioned that he had spoken with some people late at night. After asking the neighbors what a reasonable hour would be, Father Michael put up a sign indicating that the basket ball court closes at 10PM. No problems since.

f. Other Property Related Reports/Issues

There were no other property reports.

VI. Other Reports

a. Sr. Warden Stewardship Report

i. Report to be ready in two weeks and presented to the vestry at the October meeting. We are also looking for a specific stewardship campaign to begin in November.

b. Youth Group Report

The Youth Group is going strong. They are currently studying the book of Matthew. Many of them bring friends.

c. TEC vs. DSJ Lawsuit Update

Father Michael mentioned that oral arguments were scheduled to take place in September but the date has been continued to the end of October or beginning of November. The last and final remaining parish (St. Johns, Stockton) in the diocese, who had not been sued by the TEC, has now been sued.

d. Ecumenical Relations & Area Church Happenings

i. A new Baptist church is currently meeting at the Airport Piccadilly Inn. Victory Baptist Church.

- ii. Mt. Zion Assemblies (by Javier's) is closing; they may be looking to relocate. The building is being demolished, so they are looking for a space to meet. A reformed church had been meeting at a space at the Sunnyside Racquet Club (Kings Canyon Rd east of Clovis Ave) but they have since moved. Local schools are charging churches between \$3,000 and \$4,000 per month for facility use.
 - iii. South point Church wants to be a part of next year's VBS program in addition to the current effort between The Grove and St. Mary's.
 - e. Deacon Jane
Father Michael mentioned that Deacon Jane was still traveling and asked the vestry to keep her in prayer.
- VII. Old Business
NONE
- VIII. New Business
 - a. Father Michael received word that the Tuesday and the Saturday AA Groups will discontinue meeting at St. Mary's as they don't have enough members attending at this time.
 - b. A new liquor store is going to be opening near the GB3 (in the same group of buildings as Little Caesars) in the space at the east end of that building closest to the church property. Father Michael was approached by representative of neighborhood residents and the local 7-11 store to protest it. The concern is that a new liquor store may also sell drug paraphernalia and pornography. Fr. Michael is hoping to get the name and location of other liquor stores owned by the applicant (as it is a small chain of stores) and visit some of the other stores, and will then determine if he will formally object on behalf of St. Mary's to the application by the liquor store. The owner of the 7-11 was the first to approach Father Michael, so Father Michael wants to make sure that it is not just a fear of business competition. The deadline to file an objection by September 12th. Jack recommended considering an appeal when the conditional use permit process begins. Some other concerns would be increased foot traffic, trash, etc; but the main concern is moral issues.
- IX. Announcements/Reminders
 - a. Fr. Michael will celebrate Holy Communion at the Golden Living Center on Sunday September 12th at 2pm
 - b. Fr. Michael will be out of the office on Tuesday September 14th in celebration of his and Peppy's 25th Wedding Anniversary
 - c. St. Mary's will host the DHC Diocesan Fall Gathering on Saturday September 25th
 - d. Bishop Scholfield to visit on Sunday September 26th. Combined worship service at 9:30am. Potluck Luncheon following the service. 2 teens and 5 adults to be confirmed, 1 adult to be received, and 1 infant to be baptized. The Bishop will be preaching at this service and Fr. Michael will be the Celebrant. It will most likely be Bp. Schofield's last official visit to our church as Bishop of the San Joaquin diocese as he will be retired by this time next year.
 - e. Fr. Michael and Deacon Jane will be attending the Diocesan Clergy Retreat at ECCO September 27-29th. Contact Father Michael at ECCO at 683-8162 if an emergency arises (no cell service).
 - i. Judy asked if there was any objection that we pay Deacon Jane's cost at Diocesan Clergy Retreat September 27-29th. There were no objections voiced.
 - f. Diocesan Convention October 22-23rd. Our Delegates are: Tom Metry and Jack Van Patten. Alternates: Ron Hunt, Tim Leuth, and Elaine Lynn. Tom and Jack confirmed that they will be able to attend the Diocesan Convention as our delegates in October.
- X. Next Vestry Meeting
The next Vestry Meeting will be held October 14, 2010.
- XI. Closing Prayer and Adjournment
Father Michael asked for prayer requests, and the meeting was adjourned following prayer at approximately 7:45pm.

Respectfully Submitted: Kyle Campbell, Vestry Clerk

