

St. Andrew's Episcopal Church

Vestry Meeting

July 21, 2015, 7 p.m.
Farmer Hall

Vestry Members in Attendance: Gary Naegel, John Armstrong, Lucinda Embersits, Kristen Garnett, Cathy Golden, Rebecca Rastetter, Louise Beecher, Alan Miller, Art Criddle, Cathy Golden, Mark Auletta, Art Criddle, the Rev. Jennings Matheson.

Absent: Colleen McHugh, Amana Hayward.

Note: Lucinda Embersits left the meeting at 8:15 p.m.

Note: This was the first vestry meeting attended by the Rev. Jennings Matheson, St. Andrew's interim rector.

Opening Prayer

1. Minutes

The minutes of the June 16 meeting were approved. The motion was made by Gary Naegel and seconded by Mark Auletta.

2. Treasurer's report.

The June treasurer's report was approved with the note that the status of the Memorial Garen Fund would be clarified at the next vestry meeting. Louise Beecher made the motion, which was seconded by Art Criddle.

3. Traffic and Pre-School

There was no update on plans to re-route the traffic that goes through the back parking lot during the hours in which the pre-school is in session.

4. Committee Updates

- **Building and Grounds: Kitchen Renovation**

Alan Miller, who is heading the project to renew Farmer Hall, reported on the progress being made to re-do the kitchen. He had met with the town Health Department and learned that maintaining it as a facility in which food could be cooked as opposed to simply warmed would not be as complicated and expensive as first feared. The kitchen will not need special floors or stainless steel walls. It will, however, need a three-part sink with a grease trap, a separate hand-washing sink and a commercial dishwasher. The new stove will be powered by gas rather than propane.

Miller said Bill Casey will act as the general contractor, and this he is working with a kitchen designer. He also will be working with a yet-to-be selected restaurant equipment supplier.

Miller said he also had met with the town fire marshal, who told him the project would require the purchase of a special stove hood with fire suppression qualities. This item is expected to cost about \$10,000-15,000/

The project is scheduled to be completed in time for the Holiday Fair in early December. Miller said an artificial wall would be constructed to separate the construction from the rest of Farmer Hall.

- **Finance**

Cathy Golden said that the work on the 2016-17 should be started in early September.

- **Sunday School/Church Groups**

Gary Naegel reported that the church had received two completed applications and one incomplete for the position of part-time Christian education director. There had been a delay in posting the opening diocese-wide and Naegel said he is hopeful that more applications will be received.

5. Update on Transition Team/Interim Process

Gary Naegel reported that the process for selecting a new priest must be done according to strict procedural rules, a process that has been complicated in this case by summer vacations and staff changes at the diocesan level. Consequently, the parish transition team has yet to meet with its consultant and start the process of seeking a new rector.

6. New Business

- **Opening and Locking after Church Meetings**

Gary Naegel said that committee leaders and others who use the church facilities after regular office hours will have to be more mindful about turning off lights and locking up now that the vestry is unoccupied.

- **Air Conditioning**

A motion was passed to authorize the payment of up to \$2,500 to Climatech Mechanical Services to repair the church's air conditioning system. The figure includes \$1,500 already owed to the company. The money will come from the

Facilities Maintenance Fund. The motion was made by Cathy Golden and seconded by Mark Auletta.

- **Housing Allowance**

Because the Rev. Jennings Matheson will not be living in the rectory during her term as interim rector, the vestry voted to designate \$15,000 of her annual \$72,000 compensation as a parsonage allowance within the meaning of that term as used in Section 107 of the IRS Code of 1986. The allowance breaks down to \$1,250 per month. The motion to approve this arrangement was made by Kristen Garnett and seconded by Louise Beecher.

Adjournment

The motion to adjourn was made by the Rev. Jennings Matheson and seconded by Rebecca Rastetter.

Minutes respectfully submitted,
Louise Beecher, Vestry Clerk