

ST. MARY'S EPISCOPAL CHURCH
VESTRY MEETING
MINUTES
December 14, 2023

Present: Senior Warden-Marlo Pratt, Treasurer-David Brierley, Clerk-Mattie Gustafson, Lauren Lema, Cory Thurston, Lee Ferreira, Richard Updegrove, Alex Simmons, John Corbishley, and the Rev. Jennifer Pedrick. Junior Warden-George LeBlanc and Anne Wood attended via Zoom.

Absent: Rita Verespy and Associate Rector Meaghan Brower

The Vestry shared a lovely Christmas pot-luck dinner at 6:00 p.m. Jennifer called the meeting to order at 6:30 p.m.

Rector's Time – Jennifer

Update on Gibbs House

First, a huge thank-you to John Corbishley for guiding this process.

On January 2nd, 2024, the Looking Upwards Adult Art Studio will begin a 1-year lease in Gibbs House. Because they will be paying their own utilities, we will need to install a separate electrical meter.

Musician Search

Many interested groups have been heard from over the past 2 months. The committee to support Jennifer in this decision consists of Karen Stevenson, Julie Zecher, Chris Barker, and Marilyn Hambly. They are working on a preliminary job description.

St. Mary's 2024 Budget – Dave B.

David presented the proposed budget for 2024. Richard U. made a motion to accept and approve the 2024 budget, with some minor language changes as discussed. John C. seconded the motion. The motion passed.

Annual Housing Allowance Motion – David B.

David B. made the following motions:

"Whereas, Internal Revenue Code Section 107, as well as the associated Regulation and Revenue Rulings, provide that the portion of a minister's remuneration, designated as a rental/housing allowance by the employing church or other qualifying organization, is excludable from the minister's gross income under Section 107 of the Code; and

Whereas, St. Mary's Episcopal Church of Portsmouth is a qualifying organization, Now, Therefore, be it Resolved that a portion of the compensation paid the Reverend Jennifer Pedrick

during 2024 is designated as a rental/housing allowance in accordance with the provisions of Section 107 of the Internal Revenue Code as follows:

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| Fair Rental Value of Church provided parsonage | \$22,200 |
| Utilities and related costs paid by St. Mary's | \$8,000 |
| Total 2024 Designated Housing Allowance | \$30,200 |

Furthermore, whereas the Rev. Meaghan Brower is employed as a minister of the Gospel by St. Mary's Episcopal Church, Portsmouth, RI, which does not provide a residence for her, the Vestry resolves that of the total compensation of \$82,400 to be paid to the Rev. Brower during 2024, that \$35,000 be designated as a parsonage allowance in accordance with the provisions of Section 107 of the IRS Code.

John C. seconded the motions. The motions passed.

Church Directory Update – Mattie G.

Thanks to some dedicated and hard-working members, our St. Mary's pictorial directory is ready.

Invite, Welcome, Connect recommended the following –

1. In January, David B. will send a link to a pdf copy of the directory to SMC members only.
2. Print copies would be distributed once a year only, at the annual meeting. The number of copies would be the same as the number of annual reports printed. Both online and print directory would need to have a statement at the front stating that the use of the directory is limited to parish members for church related business only.
3. We also recommended that someone, in addition to David, needs to be able to run this directory. Also, when Karen sends out the updated Parish Directory it should be the pictorial directory.

The Executive Committee reviewed these IWC recommendations and thought that we should only print out a copy of the directory on demand. The process would be that a link would be sent out in mid-January with "printed copy available upon request" included.

IWC had a concern that not offering any printed copies would serve as a barrier to folks who are not digitally savvy. The final consensus was that we will print out copies annually and the number of copies will be up to the IWC committee to decide.

IWC Update – Lee

An additional worship service has been added – at 5:00 p.m. on Saturday. This Saturday evening service has been very popular. As a result, overall attendance at both services, has been up about 20%.

Jennifer mentioned the possibility of moving the Sunday service to 10:00 a.m. – at least until the summer, during which time we would revert to the 9:00 a.m. time slot.

Lee also mentioned the possibility of assigning a “mentor” to new people – just to check in occasionally and see if they had any questions, etc.

Jennifer thanked the three folks who have been shepherding the IWC effort – Lee Ferreira, Murry Edwards, and Mattie Gustafson.

Nominating Committee – Marlo

Many thanks to the committee – Marlo, Anne W., David B., George L., Lee F., Richard U., and Julie Z. Here is the proposed slate

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| Senior Warden | Richard Updegrove |
| Junior Warden | John Corbishley |
| Treasurer | David Brierley |

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| 3-year term | Jason DeFalco Sarah Barker David Burke – Assistant Treasurer |
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| 1-year term | Anne Wood Jerry Culver |
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| Diocesan Convention delegates | David and Carol Brierley |
| Alternates | Mattie and Harry Gustafson |

Consent Agenda

Richard U. made a motion, seconded by David B., that we pass the Consent Agenda, consisting of the Minutes, Treasurer’s Report and Junior Warden’s Report for November 2023. The motion passed.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,
Mattie E. Gustafson
Clerk