

ST. MARY'S EPISCOPAL CHURCH  
VESTRY MEETING  
MINUTES  
December 18, 2025

**Present:** Senior Warden-Richard Updegrave, Junior Warden-John Corbishley, Treasurer-David Brierley, Clerk-Mattie Gustafson, Jerry Culver, Alex Simmons, Cory Thurston, Sarah Barker, Nancy Kimble, Murry Edwards, the Rev. Dr. John Gregory Prior, and the Rector, Jennifer Pedrick.

**Absent:** Lauren Lema, Jason DeFalco, and David Burke

Jennifer called the meeting to order at 6:40 p.m. with a prayer.

**Housing Allowance**

David Brierley made the following motion, seconded by Rick U.

"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 2026 is designated as a rental/housing allowance in accordance with the provisions of Section 107 of the Internal Revenue Code as follows:

Fair Rental Value of Church provided parsonage	\$23,098
Utilities and related costs paid by St. Mary's	\$8,000
Total 2026 Designated Housing Allowance	\$31,098

The motion passed.

**2026 Budget**

David Brierley pointed out 2 changes in the Budget from the draft the vestry looked at in November –

1. The concert series for 2026 was scaled back, and therefore expenditures and fund-raising goals for that series, were scaled back.
2. This resulted in a reduction in the amount of the endowment draw for 2026.

Rick moved that we adopt the 2026 Budget as presented. David Brierley seconded the motion. The motion passed.

**Tuck Fund (St. Mary's Episcopal Church Scholarship) clarification**

Rick made the following motion: The new St. Mary's Episcopal Church Scholarship guidelines will go into effect beginning June 1, 2026, with the Fall 2026 semester awards. David Brierley seconded the motion. The motion passed.

**Consent Agenda**

John C. made a motion, seconded by Jerry C., that we pass the Consent Agenda, consisting of the Treasurer's report, and Minutes for November 2025. The motion passed.

The meeting was adjourned at 6:55 p.m.

Respectfully submitted,  
Mattie E. Gustafson, Clerk