

Approved Minutes  
St. Andrew's Vestry Meeting  
May 17, 2022  
meeting via Zoom and in person in the Undercroft

Rector, Wardens and Vestry present: John Ward, Christine Benken, Priscilla Glendinning, Terry Marsh, Sally Pearce, Lili Pugh, Suzannah Rohman, Seth Stewart, Jim Swan, Edie Vaughan, Rachel Zoller

Excused: Sara Sandberg

Treasurer present: Mark Freese

Property committee member present: Bill Judd

Suzannah opened the meeting at 4:30.

Opening Prayer/Reflection- Lili led us to reflect on nature using 'Terra Divino' which is a form of spiritual practice based on Lectio Divino. We then shared our thoughts and reflections. Lili read a poem *God Inside and Outside* by John Slade. John Ward will lead the Opening Prayer/Reflection at our next meeting.

#### Reports and Action items

- a. Minutes from March 15, 2022 – approved
- b. Property Committee – Christine Benken, Jim Swan and Bill Judd
  - i. The Memorial Garden- Christine sent us a proposal and a drawing plan by Dennis Anderson of Salt Bay Horticultural Services. The garden is currently in a state of disrepair. The proposed work would include removal of the timber frame pavers, gradual incline paths made of 'ledgepack', granite steps and two granite benches. The existing timber bridge would be removed and made into a pathway with handrails and a retaining wall below. A question about handicap access was asked and while the new garden will not be ADA accessible it will be easier to walk on without the timber frame steps. We moved, seconded and voted to approve the following two motions: We will proceed with the work as described in the 04/18/2022 proposal by Salt Bay Horticultural Services approving up to a \$20,000 expenditure. We approve a subcommittee of the Vestry to fundraise for the refurbishment of the Memorial Garden. The subcommittee is Christine, John and Seth. The motions were passed by all.
  - ii. Lighting in the Nave-Maxine O'Rourke of Prism Lighting Design has been paid a retainer of \$1,000 to create a plan. We moved, seconded and

voted to approve the following motion: Prism Lighting will develop a comprehensive lighting plan for the nave at a cost of up to \$5,000 for the planning phase and up to \$10,000 for the purchase and installation of the new fixtures for a total cost of up to \$15,000. The motion was passed by all.

- iii. Undercroft Flooring-Martha Dodge has been working with Floor Magic. we received an estimate of \$22,000 for vinyl flooring to be installed in the bathrooms, kitchen and main space of the undercroft. We reviewed past water problems and Bill noted that the dampness in the interior walls has been entirely mitigated by the exterior drainage work done in the past. There is a leak by the window which needs to be explored further. Bill will submit a list of projects so that we can prioritize. He will share the list first with the finance committee and then with the Vestry. We will postpone a vote of approval for the flooring.
  - iv. Granite fence post and lantern repair- the claim to The Church Insurance Company has been received.
  - v. The stained glass windows- Haley Monroe suggested we need to install guttering before the restored windows are installed.
  - vi. The puddle at the top of the stairs on Glidden Street and a drainage problem in the driveway-we need to address these issues.
- c. Treasurer's Report- Mark Freese emailed the treasurers report. Mark said our financial situation is strong. He did note that our restricted funds are 7% below last year because of financial market conditions.
  - d. Covid protocol- Suzannah told us that the Bishop has requested that the liturgical innovation of distributing the wine in small cups be discontinued. Suzannah will explain in the newsletter that we will be returning to the common cup without intinction on May 29.
  - e. The Vestry Retreat will be held at Lili's parents home on June 25 from 10:00 until 2:00. Jim will organize a pot luck lunch. Lili will provide coffee and tea.

John Ward reported on the success of the gathering to talk about Outreach at St Andrews after the combined 9:00 service on May 15. Steve is collating the notes from each breakout group. Suzannah noted that people were very engaged and many parishioners came to the meeting. Sally Pierce is leading the planning for a pot luck celebration after the June 5 10:00 service. We will celebrate Marc Zoorob's graduation from Lincoln Academy. Imad and Hind Zoorab will travel from Beirut. They will be staying with Rachel.

Expressions of Gratitude-to the Property Committee for the great work! Big Hugs!

Adjournment- 6:19 PM

Respectfully submitted, Terry Marsh