

# Vestry meeting minutes

## July 7, 2019 , 1:00 pm

### **Present:**

Kieran Cannistra  
Karen Dollar, Treasurer  
Randy Ericson  
Kim Felder  
Ryan Hill  
Gaby Lasala  
Cindy Marvin, Building team lead  
Anne Parks, Senior Warden  
Kerlin Richter, Rector  
Paul Strand

### **Absent:**

Gary Allen, Junior Warden  
Tracy LeBlanc, Deacon  
Crystal Maass

### **Opening**

- Anne opened the meeting at 1:06 pm and Ryan read for us John 15:1-8.
- We shared the things that are currently bearing fruit in our lives.

### **Approval of 9 June minutes [Anne]**

- Anne asked if there were any objections to the 9 June minutes. Gaby moved to approve the minutes; Paul seconded. The motion passed unanimously.
- **Notes and updates from last month:** BBQ and bike blessing will be 21 July.

### **Acceptance of July reports [Anne]**

- Randy moved to accept the submitted reports for July; Ryan second. The motion passed unanimously.

### **Treasurer's report [Karen]**

- We had some fraudulent debit card activity, so Barbara has suggested we get a secured card with a \$3,000 limit. Gaby moved that we get a secured credit card with a \$3k limit. Anne seconded. The vote passed unanimously. We also signed a document stating our agreement.
- Pledges have been shallow in recent months. We did receive a very generous pledge this month, so hopefully things will begin to look up.
- The finance committee met with a local firm to discuss a capital campaign for St. David of Wales.

## **Building team update [Cindy]**

- Cindy explained the difference between a reserve study and a structural review. The reserve study is a *completely* comprehensive inventory and review of *every* aspect of the building, right down to the ceiling tiles, and a recommendation for how much the church should have in reserve every year in order to replace items on schedule. The structural review catalogs the major structural parts of the building only.
- Master plans include: Needs assessment based on goals, motivation for construction, structural analysis and evaluation against code, “swing space” (how things keep going during construction), financial and fundraising needs, circulation analysis (how people get around in the building during construction), budget needs, cleanup (need something “shiny” to show that work was done, even if the work was done behind the walls), zoning and development codes, phasing recommendations, scheduling (who needs to approve what and when), presentation.

## **St. David’s 150th next year [Kerlin]**

- In August of 1870, St. David of Wales met for the first time in Portland, Oregon. We’ll be talking more about how to commemorate the 150th anniversary in coming months.

## **Adjournment**

- Anne read our closing prayer and we adjourned at 2:48 pm. We will next meet for our August vestry meeting on Wednesday, 7 August at 7pm in the church.

Respectfully submitted,  
Kieran Cannistra, vestry clerk