

VESTRY MEETING MINUTES
December 16 , 2023 1:00 pm
St Peter's by the Sea Episcopal Church/and on zoom

Present: Loyd Platson(Jr. Warden), Mim McConnell via zoom (Sr. Warden), Lisa Moore, Chip Camden, Sara Beaber-Fujioka (Treasurer), Mandy Evans via zoom

Clergy: Julie Platson Guest: Kit, Kate Winslow

***Opening Prayer/Reflection:** Julie

***Adoption of Agenda** –Motion by Loyd and second by Chip

***Correspondence:** A letter from Matthew. Also Christmas Cards

Persons to be Heard – Kate Winslow – Discussed her desire to rent our apartment and details about her that we should know when making a decision. We answered a few questions from her.

November 22 Minutes – Loyd. moved and Lisa seconded to approve the November minutes – passed.

Finance Discussion / Treasurer's report: See Sara's report

Rector Report: - See Julie's report

Sunday School Report – from Sarah – Christmas Program is ready – all of the kids are reading now.

Senior Warden report

Rev Julie 2024 Housing Allowance Designation – Lisa moved to approve Julie's housing allowance of \$4,000 + property tax and insurance. Loyd seconded, approved

Endowment Fund Distribution program is awaiting for one more vote for the Encouraging Spiritual Growth and Outreach Application is awaiting one more vote.

Apartment Rental Discussion – Add disclosure about the use of the See House, no pets, no smoking, no vaping, a maximum of two tenants unless otherwise approved. A twice yearly inspection will be set up. Does not include internet, city utilities. Does include hot water and heating. Term of lease – one year. Deposit = monthly rent. To move in, we will need a full months rent and the security deposit. Discussed repair and maintenance – there is a paragraph

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that addresses this. Discussed insurance. If you get renters insurance, please name us as another insured. Add addendum about the See House having events, and some being noisy from time to time, no later than 10pm. Make this general – include St Peters provide schedule of activities. Tenant will try to be quiet during events in the See House.

Mim would be the contact person. The security deposit needs to be in a dedicated security account. This would be in Baranof Realty trust account.

Rent – pro-rate as needed for the first month, due on the first of the month

Rent paid by a mutually agreed upon payment method. Discussed the paragraphs about late payment, etc. Charge \$30 for insufficient funds.

Rental amount = \$1,800 Motion made by Chip, seconded by Loyd. – approved

Should we advertise? No, we are comfortable with offering Katherine Winslow the rental. Lisa will let Katherine know that she is selected. Mim will send the lease to Katherine to review.

2024 Budget – We are short a few pledges. Julie will send out an email that they can reply to do the same pledge as last year.

Motion to adopt the budget by Chip, seconded by Loyd.

Discussion – Loyd - Increase supplies, maintenance, repair. There is a lot of things to do, including painting. Suggest to double it.

Voted on budget as amended. Motion carries

Jr Warden Report – Work on apartment continues. Baseboards and trim are being installed. Linda and Kelsey started cleaning.

Sacristy Project: The trench for the church is done. Just need to rake and level. We did have to rent two machines. There is one outstanding task for this project involving post repairs. The repairs are using a cement/epoxy type of material and need good weather. The work should be complete by 12/31. We may need to ask for an extension on the grant for this, Loyd will find out. There will be a bill coming for the latest work done – to be paid from the operating reserve budget and repaid with the grant.

Church Roof: The Engineer, Paul Cotter has determined that the insulation should be exterior only, so 4” of insulation will be put on top of the roof. Paul talked to the city planner. This will not require a permit. Because of this, it will not need historical review. Anne Polnow has been informed of the plan and she has no issues with it. The next step is to go for a bid. We are hoping for a Rasmussen grant for this work. They will not be accepting proposals until mid 2024. The last round of grants closed in August.

Stone Mason: Has injured his knee. He does not think this will alter our schedule. He is late to provide our estimate.

Snow Removal: We need to look at hiring someone to do the shoveling. Or get volunteers. Loyd and Julie have been doing this since they arrived and need to be relieved of this job.

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Vestry Listening and Thank yous: Thank you to
Steve and Amelia Gage for the loan of the lighted Christmas Village
John Mc Crehin for plowing our driveway and parking area
The vestry, and Linda, Kit, and Ann for above and beyond
Lisa for making the cushions for the apartment bench
Julie has the new 2024 calendar.

Next vestry meeting: The Annual Meeting Date for 2024 is January 21.
There will be a vestry meeting on January 17.

Closing Prayer by Julie at 3:54pm

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