

The Episcopal Church of St. Martin, Davis
Vestry Meeting
April 20, 7:00-9:00 pm via Zoom
Approved Minutes

Present: Rector Pamela Dolan, Josy Miller, Stan Forbes, Nick Buxton, Bob Polkinghorn, Elise Keddie, Jessie Ann Owens, Gabe Avila, Ann Liu, Sarah Conning, Janet Thompson, Julie Knudsen, Rev. Margaret Grayden

Absent: Elizabeth Young

I. Opening Prayer/Spiritual Practice

Pamela invited everyone to share images/describe their home altar.

II. ACTION: Approval of Minutes of March 9 meeting and update on action items M/S/P
There was a brief discussion of vestry visibility/communications, both now during the time when the church is closed and later. Vestry members will have ribbons for their name tags (thanks to Ann). Members will sign up to do monthly Vestry News and Review. Minutes will be circulated to Ministry Council, and could be available, available in hard copy in the office once it reopens. Meetings should be posted on the calendar/announced in the yellow insert/eblast.

III. REPORT: March financial statement, CARES grant

Julie reported that her prompt application for the payroll protection plan was successful; she anticipates receiving a loan of roughly \$47K this week, which will become a grant when payroll expenses are documented. The budget is holding steady. She urges that St. Martin's follow the parish redundancy recommendations posted by the Bishop's office.

IV. DISCUSSION: Review of 2019 and 2020 Vestry priorities

Josy led a review of priorities from 2019: All Are Welcome; Develop a More Sustainable Organization; Rector's Priorities (staffing, communication, membership); Better Vestry Interface with Ministry Council. The 2020 retreat identified four major "espoused values": Inclusiveness, Social Justice, Care for God's Creation, Liturgy/worship/music. In the ensuing discussion, the following emerged as the main priorities: (1) survive in a global pandemic, aka sustaining/renewing the church community, taking into consideration the discussions about church size and, of course, the current situation; (2) completion of the Mutual Ministry Review; (3) continue working toward a mission-based budget; (4) year-round pledging/legacy gifts; (5) creation of a flow chart of leadership/volunteer opportunities, perhaps in collaboration with Ministry Council, with job descriptions, to encourage more participation; (6) strengthening the focus on children/youth ministry begun with the appointment of Alex as curate. Pamela brought up the need for professional technical support to enable "both/and" (online and in person) once we get back to church.

V. ACTION: Approval of Mutual Ministry Review Design

Bob led the discussion of the design for MMR, labor intensive this year but intended to be a process that can be used annually. Part I will be an assessment of goals by the Rector, Vestry, and Ministry Council, facilitated by Betsy Monnot, on May 16. Bob emphasized that one outcome could be that we need to seek greater input about a particular goal, e.g., strengthening university relations. Part II, a consideration of the ministry of worship, will involve broad participation and will be postponed until we are back in church for services. A separate personnel evaluation process will take place for staff. M/S/P

VI. ACTION: Approval of Budget Processes Document

Bob led a discussion of the rationale for the processes. The portion concerning the formation of the annual budget will begin in the fall, while the process for handling budget requests can begin immediately. The best way to improve the processes will be to try them out and modify as necessary. M/S/P

VII. ACTION: Approval of Designation of Youth Service Project (Line 416)

Jessie led a brief discussion of the rationale for renaming/redesignating Line 416. M/S/)

VIII. UPDATE: Discussions with Social Justice and Outreach

Josy reported on a meeting with representatives of SJ&O. She requested that members of the Vestry review documents from SJ&O about their processes and give her and Bob specific recommendations in the next week or two.

IX. INFORMATIONAL ITEM: Gift Policy (approved September 2018)

Tabled until next meeting, owing to the lack of time.

X. INFORMATIONAL ITEM: Development of a Conflict of Interest Policy

Josy reported that she will bring a draft conflict of interest policy to the next meeting.

XI. APPROVAL OF CONSENT AGENDA

M/S/P

XII. Closing Prayer (Margaret)

Exhibits

Draft Minutes of March 9, 2020 meeting

Vestry Cellphone/Text Numbers

March 2020 financial report

March 2019 minutes (priorities from 2019 retreat)

2020 retreat materials

Mutual Ministry Review Design

Budget Processes

Designation of Youth Service Project

Gift Policy (September 2018)

SJ&O processes (by email)

Reports for the Consent agenda

[Rector's Report]

Deacon's Report (by email)

Junior Warden's Report (Buildings and Grounds)

Ministry Council

Stewardship Committee