

The Episcopal Church of St. Martin, Davis
Vestry Meeting
July 13, 7:00-9:35 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, Elizabeth Young, Rev. Margaret Grayden
Absent:

- I. Opening Prayer/Spiritual Practice
At Pamela's suggestion, we each shared a moment of joy we experienced this week.
- II. ACTION: Approval of the Draft Agenda
The agenda was amended to change item IX from a REPORT to an ACTION item.
M/S/P. Amended agenda M/S/P
- III. ACTION: Approval of Minutes of June 8 meeting
M/S/P
- IV. REPORT: June financial statement
Julie reviewed the Budget vs Actual for June; pledge receipts and income overall is good. No concerns on the Expense side except for the City of Davis water bill; water usage twice what it was the same month last year. YTD numbers also look fine.
- V. ACTION ITEM: Approval of a "Total Return" Approach for Income from Endowments
Julie presented a motion from the Investment Committee, endorsed by Budget and Finance, to adopt a "total return" approach. This represents best practices followed by not-for-profit organizations and will also help add clarity to the budget process (determining revenue for the subsequent year's budget). M/S/P
- VI. REPORT: Mutual Ministry Review Next Steps
Bob 5 minutes (7:45-7:50)
Bob led a discussion of next steps, which include a plan for a full report that includes details of implementation. Review of the ministry of worship will need to pause until we are gathered. Gabe will write up the next steps in the July Vestry News and Review. The Invite/Welcome/Integrate priority is a Ministry Council Project. At our next meeting we will discuss implementation as a committee of the whole, rather than with the design team.
- VII. REPORT: Regathering Task Force
Pamela led a discussion of work of the Regathering Task Force: the primary focus on worship and on Sunday mornings. Costs still unclear, estimate pending from Country

Bear. Regathering in three phases: online, as now, but can we do it better; hybrid; bring people back. Big picture: we need to improve spaces—sanctuary, grounds, parish hall (paying attention to issues of accessibility). A capital campaign is probably necessary but first an understanding of the costs (one-time and on-going, capital and staff) must be in hand. Stewardship Committee needs to work closely with the Task Force. Regular (monthly?) communication about the Task Force activities is also important people don't understand, for example, that there is no internet in the sanctuary. Once Stewardship and the Regathering Task Force have met, it would be good to have a special vestry meeting..

- VIII. ACTION ITEM: Approval of Budget for Regathering Task Force
Stan presented a motion from Budget and Finance to provide an initial funding of \$20,000 from existing resources to begin the projects needed for regathering. A question was raised about prioritization, given that the costs would likely be considerably higher. M/S/P
- IX. REPORT AND ACTION ITEM: SJ&O meeting; cover letter/memo from Lynn Zender
Bob discussed the last SJ&O meeting (draft minutes were included in the Vestry packet). The minutes, which have not been approved, mistakenly suggest that Frost funds have been withdrawn. There was a lengthy discussion, with confusion over the status of the letter inviting the Matthew 25 grant applications, which uses the same language concerning grant criteria that has been in place for many years. Some members of the Vestry want to see progress on making the selection criteria explicit and transparent for applicants. There was frustration that timing often seems to prevent the requested changes. Because the letter has gone out, the criteria will have to be developed in the coming months for next year's grant process. The discussion turned to the cover letter/memo from Lynn Zender, reporting on responses by SJ&O to the draft Vestry recommendations. It also includes a plan to broaden involvement from the parish in identifying worthy organizations to support both for the Christmas special plate (not yet determined) and for the Grant Program. Items a (Vestry liaison) and e (accounting of past grant expenditures) have been accomplished; b (grant criteria) remains to be done for the next cycle. At issue are c (request to defer the reserve for 2020) and d (the discussion of mission partners will begin in July). Given the frustration with lack of progress on items b, c, and d, and the difficulties created by issues of timing, a motion was made to defer endorsement of Lynn's letter/memo until the next budget cycle, beginning in the Fall. The vote was 5 in favor, 6 opposed. A motion to endorse the letter/memo passed, 8 in favor, 2 opposed, 1 abstention.
- X. DISCUSSION: Review of Vestry Procedures, Voting on Zoom, Role of the Executive Committee, Robert's Rules
deferred to the next meeting

XI. ACTION ITEM: Discussion and Approval of a revised Conflict of Interest Policy
M/S/P

XII. DISCUSSION: Agenda Items for August Meeting (time permitting)
a. Policy concerning Endorsements
b. "Big Picture" for shaping mission-based budget (Capital Campaign?, staffing, other priorities)

XIII. APPROVAL OF CONSENT AGENDA

The Vestry thanks all the committee chairs for their reports and their hard work, and offers special thanks to Lynn Zender for her report concerning the Families Together Project.

XIV. Closing Prayer
Margaret

Exhibits

Draft Minutes of June 8, 2020 meeting

June 2020 financial report

Total Return Approach proposal

June News & Review report on MMR

Budget recommendation for Regathering Task Force

Materials from SJ&O (cover letter, draft minutes, grant invitation)

October 2019 Funding Request from SJ&O

*Robert's Rules of Order (summary sheet)

*Conflict of Interest draft policy

Reports for the Consent agenda

[Rector's Report]

Deacon's Report

Buildings and Grounds Report

Formation Report

All Are Welcome Minutes

Families Together Project

Ministry Council Minutes

*Report from Bob concerning Personnel Committee, Performance Review, Personnel Handbook, Job Descriptions, 2018 Diocesan audit recommendation

*will be distributed before the meeting