

The Episcopal Church of St. Martin, Davis
Vestry Meeting
September 14, 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, Elizabeth Young, Rev. Margaret Grayden
absent: none

I. Opening Prayer/Spiritual Practice (Pamela)

II. ACTION ITEM: Approval of the Draft Agenda (Josy) M/S/amended/P

III. ACTION ITEM: Approval of Minutes of August 10 and August 24 meetings (Josy)
M/S/amended/P

IV. REPORT: August financial statement

Julie reviewed the numbers and see no cause for concern; it is not unusual for revenues to be a little lower in July and August

V. ACTION ITEM: Budget and Finance Committee Proposal; Report (review of Budget Process)

Stan reported that B&F had received a superb report from B&G on systems; there will be follow-up analysis to consider possible models to assure that we are maintaining and budgeting for appropriate capital reserves. The annual budget process has begun. Stan presented the motion from B&F to bring our practices regarding information about revenue into accord with best practice in the Episcopal Church. The implementation of a new software system will allow cloud-based backups and access on a need-to-know basis by controlling permissions.

Motion: “The Vestry supports the implementation of this software and approves the recommendation from Budget and Finance that St. Martin’s follow current best practices in enabling the Rector and a very small group of individuals (for example, the Treasurer) to have access to information about revenue. Confidentiality agreements should be signed annually by all who have access to this sensitive information.”

The system will allow the Treasurer to analyze revenue and also enable changes that will increase the confidentiality of the counting process. The Assistant Treasurer (currently Janet Lane) is appointed by the Rector. M/S/P

VI. ACTION ITEM: Restricted and Endowed Funds (Bob)

Julie introduced the updated Funds information sheet (previously circulated) and recommended that the Vestry approve it. M/S/P

VII. ACTION ITEM: Regathering Task Force (Pamela)

Pamela reviewed the Task Force document and provided an update. It should soon be possible to livestream from the church; we are now waiting for the cameras. The town hall discussion of survey and regathering went well. She outlined plans for outdoor worship in October. The Vestry considered a request from the Task Force to buy an outdoor sound system. There was a lively discussion, with some members opposing the purchase at this time and recommending rental for now. **The motion to rent a sound system until the Vestry can revisit the issue at a later date passed (8 in favor, 3 opposed, 1 abstention).** The Rector reported that Natalie Klopfenstein, our new LEVN, has arrived; we need a computer for that position (funds are available in the computer replacement line). She announced that she has hired Gabe Avila for the Communications Technology Position. In accordance with well-established Church policy, as a staff member he cannot serve on Vestry and will resign. There was an enthusiastic thank-you from the Vestry for his service.

VIII. UPDATE on SJO (Pamela)

The Rector has decided to seek an outside mediator to help us sort out roles, responsibilities, and communication issues. The Rector is pausing future activities of SJO, while enabling projects well under way (e.g., the Matthew 25 grant process, the Thanksgiving baskets project) to continue for this year. Pausing will enable a discussion of the future and make the best use of the mediator's time. She recognized that members of SJO had devoted considerable time to addressing the Vestry's draft recommendations and made clear that their good work won't be lost. A point was made that at present SJO is primarily focused on outreach, leaving little room for social justice and advocacy. The Rector made clear the serious issues that led to her decision: there is a relationship problem, a system-wide problem, that makes it very difficult for Vestry and SJ&O to work together in a productive and loving way. We need to address this with honesty and in a spirit of reconciliation.

IX. REPORT: Stewardship Committee (Josy)

Josy reported on the plans of the Stewardship Committee to embark on a cycle based on the Church's program year, not the calendar year, using Eric Law's framework of Holy Currencies. The plan is to begin with the currency of relationships, then the currency of money, then time and place, with speakers leading to a celebration on All Saints. This is an effort toward a major giving program: celebrating the givers who have made St. Martin's what it is today.

X. ACTION ITEM: Formation of a Capital Needs Discernment Committee (Josy)

Motion: The Vestry requests that the Rector appoint a Capital Needs Discernment Committee. The Committee will explore opportunities and establish a timeline for reporting its findings. It will seek input from Buildings and Grounds, the Regathering Task Force, the Vestry and others. The goal is to assess capital needs (both the physical campus and the staffing) as part of a vision for the "new normal" of life in community during and after the pandemic. M/S/P

XI. DISCUSSION: Draft Vestry Committees Document (Bob)

There was consensus that the document was a good beginning but needed more work. Josy and Elizabeth agreed to revise the document.

XII. [ADDED] ACTION ITEM: Approval of a request to participate in an initiative by the IRWS

The Vestry agreed to support the adoption of an apartment and to consider adding a second if there were sufficient volunteer interest. The Vestry also agreed to set aside up to \$3000 for 2021, from the Dave Rhodes Memorial Fund, to defray expenses that might arise. M/S/P

XII. APPROVAL OF CONSENT AGENDA (Josy)

XII. Closing Prayer

Margaret

Exhibits

Draft Minutes of August 10, 2020 and August 24, 2020 meetings

August 2020 financial report

Budget and Finance Proposal

Budget Process

Endowed and Restricted Funds Information Sheet

Regathering Task Force Report

Estimate for Outdoor Sound System

Proposal: Formation of a Capital Needs Discernment Committee

Episcopal Church Foundation pamphlet "How to Prepare for a Parish Capital Campaign"

Vestry Committees DRAFT

Reports for the Consent agenda

[Rector's Report]

[Deacon's Report]

Buildings and Grounds Report

Landscape Planning Task Force Report

Worship Commission Minutes

Formation Commission Minutes

All Are Welcome Minutes