

The Episcopal Church of St. Martin, Davis
Vestry Meeting Draft Minutes
November 9, 2021, 7:30-9:30 pm via Zoom

Present: Bob Polkinghorn, Stan Forbes, Jessie Ann Owens, Sarah Conning, Julie Knudsen, Ann Liu, Chris Reynolds, David Martin, Kimo Kimokeo, David Martin, Honna Steissberg, Lisa Leigh, Maria Acuna Feldman, Margaret Grayden
Absent: Pamela Dolan
Guests: Diana Glick, Josy Miller

Bob called the meeting to order at 7:31pm

I. Opening Prayer / Discussion of Church Cracked Open (Chapter 3)

Margaret opened with a prayer and led reflective discussion about truths we have discovered in the wake of pandemic, racial reckoning, economic suffering, and systemic decline.

II. ACTION ITEM: Approval of the Draft Agenda

A motion (Forbes) to approve the draft agenda with postponement of items VI (Rector's report) and IX (Forbes Ranch report) was seconded (Reynolds) and passed unanimously.

III. ACTION ITEM: Approval of the Minutes of October meeting

A motion (Leigh) to approve the minutes of the October meeting was seconded (Forbes) and passed unanimously, with the following correction: Title should read "Minutes" rather than "Agenda."

IV. REPORT: October financial statement

Julie reviewed the October financial report. She noted that in the statement of financial position the Homann Music Fund will in the future be reflected within the Investments at Diocese line. She reviewed that the statement of activity shows we are still under budget in expenses for 2021. YTD pledge income has evened out compared to last year. The report continues to show us in the black significantly, largely due to vacant staff positions as well as some other under-budget expenses. Julie addressed a question from Maria regarding comparing revenue and expenses to the budget. Julie will distribute a report to show current expenses in relation to 2021 budget.

V. DISCUSSION: Budget and Finance Committee

Stan shared preliminary information about a draft goal budget, which is the sum of requests from the various ministry groups. The proposed budget is \$599,000 (compared to proposed budget of \$532,000 last year). This includes a payroll increase of \$20,000 and \$16,000 for equipment. He raised a question for consideration: if we realize a surplus for 2021, how do we want to use it? Finally, he noted that with regard to Matthew 25 funds, the Budget and Finance Committee suggests keeping this amount at 5% of pledge and plate.

Bob requested a written budget summary for the next meeting.

VI. Rector's Report

Deferred

VII. UPDATE: Stewardship Committee

Josy shared that 40 households submitted pledges prior to Ingathering Sunday on November 7. No firm number is available yet about pledged amounts. The Stewardship Committee plans to send a message to all members who have not yet pledged, then wait about two weeks before beginning to do individual phone calls. Vestry members will be asked to assist with calls. The committee hopes to be wrapped up during the first week of December, in order to provide the Vestry with an accurate figure for pledge income to use in budget decisions.

VIII. ACTION: Matthew 25 and Linda Frost Fund Allocation Committee Report

Bob reminded the group that last month we received the committee's report and deferred action until this meeting in order to allow time for parishioners to weigh in on the recommendations and process. Four responses were received, which were shared in the vestry packet, as well as the committee's self-reflection review. He reminded the group that the 2021 process was a one-time process, never intended to be a permanent process. *A motion (Leigh) to accept the recommendations of the 2021 Committee was seconded (Forbes) and passed with one abstention (Conning), all others in favor. Sarah Conning recused herself from discussion and abstained from the vote in accordance with the vestry's policy on conflict of interest.* Appreciation was expressed for the work of the committee: Diana Glick, David Martin, Tim Williams and Bob Polkinghorn.

IX. DISCUSSION: Vestry Nominating Committee

Bob reviewed that there is currently an open call for five vestry members. The parish is invited to submit nominations or self-nominations. Sarah shared that she is unable to complete the final year of her term (2022), thus accounting for one of the open positions. Bob encouraged all members to give thought to who would be great to serve and to help recruit new members.

IX. UPDATE: Forbes Ranch update

Deferred

X. APPROVAL OF CONSENT AGENDA

A motion (Leigh) to accept the consent agenda was seconded (Acuna Feldman) and passed unanimously. There was discussion about the question of improving air circulation in the Sanctuary, including the quote of \$10,000 for an air exchanger and the idea of installing more windows that can open. Several members expressed hesitation about an expenditure like this, with questions about the necessity and efficacy. Also expressed was a desire to have more air exchange in the Sanctuary especially for any who are vulnerable to infection, and a suggestion of more outdoor worship opportunities.

Margaret led a closing prayer

Bob closed the meeting at 9:04pm

Respectfully submitted by Sarah Conning, clerk

Exhibits

Draft minutes of October 2021 meeting

October 2021 financial report

2021 Matthew 25 and Linda Frost Fund Allocation Committee Report

2021 Matthew 25 and Linda Frost Fund Committee Debriefing

2021 Matthew 25 and Linda Frost Fund Committee Comments from Tim Williams

2021 Matthew 25 and Linda Frost Fund additional parishioner comments

Reports for the Consent Agenda

Buildings and Grounds Report

Interim Assistant Rector's Report