

The Episcopal Church of St. Martin, Davis
Vestry Meeting Minutes
January 11, 2022, 7:30-9:30 pm via Zoom

Present: Bob Polkinghorn, Stan Forbes, Sarah Conning, Julie Knudsen, Kimo Kimokeo, Maria Acuna-Feldman, Honna Steissberg, Lisa Leigh, David Martin, Chris Reynolds, Ann Liu Pamela Dolan, Margaret Grayden, Jessie Ann Owens (joined at 8pm)

Absent:

Guests:

Bob called the meeting to order at 7:32pm

I. Opening Prayer / Discussion of Church Cracked Open (Chapter 5)

Pamela led the group in reflecting on who we have known in our own lives who have exemplified the themes of the chapter “Shards of Light.”

II. ACTION ITEM: Approval of the Draft Agenda

A motion (Leigh) to approve the draft agenda with addition of discussing an online annual meeting was seconded (Acuna Feldman) and passed unanimously.

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

A motion (Acuna Feldman) to approve the minutes of the December meeting as written was seconded (Leigh) and passed unanimously.

MOTION TO APPROVE ANNUAL HOUSING ALLOWANCES

A motion to approve housing allowances was approved through unanimous online (email) vote on December 29, 2021:

MOTION (Polkinghorn) **SECOND** (Owens): To approve the 2022 annual housing allowance for the Rev. Dr. Pamela Dolan (\$32,000 per year) and the Rev. Casey Kloehn Dunsworth (\$20,000).

IV. REPORT: End of year financial statement

Julie noted that the statement of financial position report is labeled “draft” because it does not yet reflect certain investment income. The statement of activity is close to final if not totally final until year-end bank reconciliation is completed. Total pledges were above 2020. Total revenue is slightly lower, however, because we did not have to transfer in any reserves. We ran under budget for staff because of vacancies. She noted that we anticipate a surplus for 2021 of over \$100,000 attributable to expenses under budget more so than higher revenue.

V. DISCUSSION: Budget and Finance Committee

The Budget Committee included Stan Forbes, Jessie Ann Owens, Chris Reynolds, Julie Knudsen, and Neil Willits. Stan presented the proposed budget, which he described as an optimistic budget that invests in the future. After a period of discussion, there was general support for the proposed budget and agreement to be prepared for a vote at the special meeting scheduled for January 16.

IX. ACTION ITEM: Vestry Slate

The Nominating Committee (Bob, Stan, Jessie, Lisa, Sarah) presented the names of five people who have agreed to stand as vestry candidates. One more candidate is needed, and conversations are continuing. Bob invited members to think of potential candidates and to suggest names to Pamela or the Nominating Committee. We plan to vote on the slate on Sunday, January 16 at the vestry special meeting.

VI. RECTOR'S REPORT:

Pamela provided a general update about changes to staffing structure. She is working toward a full-time position for church operations and communications. She has also been in communication with Canon to the Ordinary about planning for future clergy staff needs. She noted that Michael Goss is currently working in the office 4 days per week.

She also updated that she decided, after consultation with the Diocese, executive committee, and others, to return temporarily to online-only worship starting January 9. Staff worked hard to implement this change and felt Sunday's worship went well. She shared great appreciation for having the choir present in the building during worship.

A motion (Leigh) to meet remotely for the annual meeting on January 30 at 11am and to adopt the Supplemental Special Rules was seconded (Reynolds) and passed unanimously. The Supplemental Special Rules will be shared with the congregation in advance, and the congregation will be asked to adopt the Rules at the start of the meeting.

VII. UPDATE: Stewardship Update

Bob voiced appreciation for the work of the Stewardship Committee. The committee continues to meet, working on thank you notes and planning for some year-round activities. He also commented on the success of the Christmas offering, which brought in nearly \$9,000.

X. APPROVAL OF CONSENT AGENDA

A motion (Leigh) to approve the consent agenda was seconded (Forbes) and passed unanimously.

Margaret offered a closing prayer.

The meeting ended at 9:26pm

Respectfully submitted, Sarah Conning (clerk)

Exhibits

Draft minutes of December 2021 meeting

December 2021 financial report

Proposed budget 2022

Reports for the Consent Agenda

Buildings and Grounds Report