

The Episcopal Church of St. Martin, Davis, California

Vestry Meeting Minutes
March 21, 2022, 4:30-7:00pm
via Zoom

Present: Maria Acuna-Feldman, Diane Bamforth, Beth Capell, Colette Chabbott, Pamela Dolan (Rector), Ben Guthrie, Kimo Kimokeo, Julie Knudsen, Ann Liu, David Martin, Honna Steissberg, Neil Willitts
Absent: Chris Reynolds,
Guests: Margaret Grayden (Deacon)

Neil called the meeting to order at 4:30pm

- I. Opening Prayer
Pamela shared Lynn Ungar's poem "Picking Blackberries" and opened the meeting with prayer.
- II. ACTION ITEM: Approval of the Draft Agenda
A motion (Julie) to approve the draft agenda was seconded (Maria), amended to add time for Pamela to discuss the Easter Special Plate Offering under Committee Assignments and for Colette to say a few words about communications. Maria asked for a few minutes to address the timeline for assembling and distributing the vestry packet. The motion passed unanimously.
- III. ACTION ITEM: Minutes of February 20 meeting
A motion (Honna) to approve the draft minutes of the February 20, 2022, meeting as written was seconded (David) and passed unanimously.
- IV. REPORT: February financial statement
Julie presented the statement, noting that pledge income looks artificially low because many pledges have been paid in advance. Neil noted that January-February are usually quiet months for pledges but giving—both pledges and plate—improve during Holy Week/Easter. He expects giving overall will increase with in-person attendance. Total expenditures for Jan-Feb in 2022 were higher than for 2021, but the balance sheet remains positive. Pamela asked if future reports could show actual against budgeted amounts and Julie agreed. It was noted that the Budget and Finance Committee has started to meet again regularly. It was suggested that at the April vestry meeting, we might discuss a regular schedule (quarterly?) and communication channels (email? E-blast?) for sending out pledge reminders, both personal and parish-wide, along with regular pledging updates, i.e. "We're on track" or "we're off track" etc. *A motion (Beth) to accept the treasurer's report was seconded (David) and passed unanimously.*
- V. ACTION ITEM: Vestry Committees
Pamela shared the list of 10 vestry committees developed by the 2021 vestry and reviewed the status of each.

- A. Budget and Finance: Neil (Chair), Chris, Julie (Treasurer), Maria (Junior Warden), Pamela (Rector), and Jessie Anne Owen. Neil suggested that to provide better communication with Stewardship, one member of Budget and Finance should sit on Stewardship. Pamela suggested Neil check with Josy, chair of the Stewardship Committee, for nominees.
- B. Executive: Neil (Co-Senior Warden), Kimo (Co-Senior Warden), Maria (Junior Warden), Pamela (Rector) and Colette (Clerk), complete. The committee requested members of the vestry submit items for the vestry meeting agenda two weeks in advance, whenever possible.
- C. Homann Music Fund: complete
- D. Investment: rolled into Budget and Finance.
- E. Mutual Ministry Review Design: not active this year
- F. Nominations: members of the vestry who will exit in 2022 become the members of this committee. Pamela suggested no action was needed until the fall, however, she suggested at least some of the work was better started during the summer.
- G. Rector Review: not needed until 2023
- H. Special Plates: consists of member from SJO (already selected), vestry, and two parish-at-large members. Decides Easter and Christmas Special Plates Offering. Applications for the Easter Plate must be received by April 3, nominated by committee, and approved by vestry by April 7. An announcement on Sunday, March 20, called for self-nominations from the congregation as well as nominees for the grants. Three grant nominations have been received to date. Vestry can approve by the committee's recommendation by email if unanimous and all were urged to respond promptly when a request to vote comes.
- I. Stewardship: Honna stepped down and Josy stepped up as chair. Members include David Martin, Lynn Zender, Pamela Dolan, and Kim Schroeder-Evans.
- J. Matthew 25/Frost: The 2021 vestry hoped the 2022 vestry would engage the parish in a larger conversation about giving to organizations outside the parish and Pamela thinks there is indeed time to do this in 2022.
A motion (Beth) to allow the Executive Committee to finalize the remaining parish-at-large members of the Special Plate Offering Committee was seconded (Diane) and approved unanimously.

VI. ACTION ITEM: Building and Grounds Request

The vestry discussed the letter submitted by the Building and Grounds committee regarding a request by STEAC to improve their trash enclosure. Three issues arose: 1) the church needs assurances that the enclosure is far enough from the STEAC building not to raise any issues with the city, such as have arisen with the renovation of the church trash enclosure. 2) Beth suggested the Building and Grounds committee should place the request in the context of the larger campus beautification plan. 3) STEAC should provide basic drawings of the current and proposed enclosures to Building and Grounds and to the Vestry.

VII. RECTOR'S REPORT

Committee issues: Pamela covered Easter Special Plate Offering under Committee Reports above. Colette summarized a few activities underway as part of Invite-

Welcome-Connect-Reconnect—including coffee hour. Pamela urged vestry members to host coffee hour for the next two Sundays and Maria offered to organize.

Regathering (post-COVID): Pamela reported she expected no changes in pandemic policy until after Spring break, when the effects of reopening (cases, hospitalization trends) could be assessed. In the meantime, outside groups using our inside space must use our guidelines, i.e., everyone must be masked. Diane reported that this was consistent with DJUSD policy and therefore easy for Godly Play to comply. Beth C. pointed out that many other churches have better ventilation than ours and recommended that we leave sanctuary doors open whenever we gather. Questions about the conservative approach relative to the rest of the community can be framed in terms of our values: protecting the vulnerable.

Vestry spiritual practice:

Pamela reminded the vestry that members were responsible for providing some spiritual leadership in the community and that therefore she encouraged the vestry to set aside the first 30 minutes of each meeting to some spiritual practice. Prior vestries have done Lectio Divina, tried to do some new spiritual practice (a bit hard to complete in 30 minutes) or read a book together. Last year's vestry started reading *The Church Cracked Open* but had three chapters remaining at the end of the year. Ann and Honna suggested we should finish that book and there seemed to be general agreement, details to be worked out later.

Invite-Welcome-Connect:

Colette shared some of the progress on Invite-Welcome-Connect(-Reconnect), highlighting progress towards having a table at the Farmers' Market to publicize St. Martin's and related activities, new pew cards, re-launching coffee hour, plans to relaunch A Place at the Table, digital ushering/welcoming and more.

VIII. DISCUSSION: 2022 Parish Goals and Priorities

Casey attempted to lead a discussion of parish goals and priorities, emphasizing the need to make them Specific-Measurable-Achievable-Relevant-Timely-Evaluated-Revised (SMARTER). Vestry members said they would review the Ministry Council's draft priorities provided in the vestry packet and send comments/suggestions to Casey before the joint meeting with the Ministry Council on Sunday, March 27.

IX. ANNOUNCEMENT: Vestry communications

Colette announced that beginning in April, all intra-vestry communications would be moved over to Slack and all vestry documents shared in the folders created by Gabe on the VESTRY→2022 Google Drive, to which all vestry members have been invited. She encouraged members to direct questions about using Slack or Google Drive to Gabe or herself.

To allow adequate review of materials before the meeting, Maria requested that the vestry packet be delivered at least a week before the meeting.

IX. APPROVAL OF CONSENT AGENDA

A motion (Colette) to accept the consent agenda was seconded (Honna) and unanimously approved.

There was no executive session.

- X. Closing prayer:
Pamela closed the meeting with prayer.