

The Episcopal Church of St. Martin, Davis, California  
Meeting Minutes

August 14, 2022, noon-2:15pm 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, Chris Reynolds, Honna Steissberg, Neil Willits

Absent: None

Guests: Margaret Grayden (Deacon)

Kimo called the meeting to order at noon.

I. Opening Prayer

Pamela opened with prayer.

II. ACTION ITEM: Approval of the Draft Agenda

*A motion was made (by Neil, seconded by Chris) to approve the draft agenda, with the postponement of the vestry spiritual practice until next month and a brief discussion of dates/times for upcoming vestry meetings added to the end of the agenda. The motion passed unanimously.*

III. ACTION ITEM: Minutes of July meeting

*A motion was made (by Maria) to approve the draft minutes of the July 2022 meeting, removing the last phrase of the summary of the rector's report ("might be able to help") and leaving the motion to approve the consent agenda anonymous, was seconded (Neil) and passed with three abstentions by members not present in July: Colette, Ben & Julie.*

IV. ACTION ITEM: Rector's report: Organizing church giving beyond the parish.

Pamela reviewed four priorities established at the 2022 leadership retreat then focused on the fourth: establishing a system for giving outside the parish that is widely supported by the membership. She presented the Matthew 25 Roadmap prepared by Diana Glick, consisting of recommendations for how to form a Committee to survey the congregation about key issues relating to the parish's outside giving and to use input from that survey to move forward with restructuring the process for handling Matthew 25 and other grants to groups outside the parish in 2023 and beyond. This work would be carried out in fall 2022 and winter 2023.

A lively discussion followed, covering many issues, ideas, and questions. *A motion was made (by Chris) to approve the Giving Roadmap as prepared by Diana Glick, including*

- *the creation of a Giving Roadmap Committee consisting of*
  - *two vestry members,*
  - *two SJO members and*
  - *two at-large parish members who are not on the vestry or SJO*
  - *Authorization to move ahead with the steps described in that Roadmap, with*

*regular consultation with the vestry, SJO and the Ministry Council. The motion was seconded (by Maria) and passed unanimously.*

The vestry commended Diana for her excellent work.

V. ACTION ITEM: Financial report (Neil)

Neil reported that the budget is in “reasonable condition”: pledges received to date do not total 7/12 of pledges but that is not unusual for this time of year and total expenditures are lower than planned because the assistant rector position has been vacant since Casey left. Discussions continue to negotiate a more limited contract for custodial and landscaping services that will better align them with our actual needs, which, if successful, will also reduce actual expenditures on those line items.

The 2nd half of the year investment report shows our investments are down no more than the market average. Neil noted that the market is expected to improve somewhat in coming months and our investment should improve with it.

In light of its inability to find an in-parish replacement for Julie (the current Treasurer), the Budget and Finance Committee submitted a recommendation to the vestry to engage Chazin and Company, an accounting firm specializing in non-profit organizations, to evaluate our needs and provide services for the next twelve months. This recommendation comes after local inquiries soliciting a competitive bid turned up nothing promising and we received excellent references for Chazin. *A motion was made (by Neil) to approve the Building and Finance Committee’s recommendation to engage Chazin and Company to provide accounting services for a twelve-month period effective immediately, and to review their performance in July 2023 and determine whether to continue, was seconded (by Pamela) and passed unanimously.* Maria led the vestry in thanking the Budget and Finance Committee—Julie Knudsen, Jessie Ann Owens, Chris Reynolds, Neil Willits, and Pamela Dolan—on finding this solution to our accounting needs, with special, deep appreciation for Julie for her long service as Treasurer.

VI. DISCUSSION: Building and Grounds Report

Maria explained that the church will be signing an MOU with STEAC so that they can recycle the small amounts of compost and recycling that STEAC generates in our recycling containers. STEAC and St. Martin’s will submit a form to the city for permission to share waste containers. STEAC agrees to share the cost of expanding the St. Martin’s waste area if their additional waste contributes to that need in the future. This MOU incurs no cost to the church and does not require vestry approval.

VII. ACTION ITEM: Senior Warden Report

Tim Williams recently completed a stormwater fee reduction request to the City’s Public Works Department that will reduce water wastage and the church’s payments to the City. *A motion was made (by Neil) to commend Tim in writing for his work on this report. It was seconded (by Beth) and passed unanimously.* There were no changes suggested to the draft

letter put forward by Neil in the vestry packet.

Kimo reported that the Matthew 2022 committee, consisting of one SJO member (Bob Polkinghorn), one vestry member (Kimo), and one or more at-large members is forming and will follow guidelines provided by vestry in 2021. The nomination procedures will not be an open solicitation, rather it will involve asking parish members to recommend grantees. The vestry did not, however, decide on any new priorities to pass on to the Matthew 2022 committee.

This led to a discussion of whether St. Martin's should formally issue a letter openly opposing the Teichert Open Pit Mine. It was agreed the discussion would continue online and perhaps at the next meeting once a draft letter is provided by Pamela and Ann.

A discussion of Stewardship 2022 will be on the agenda of the next meeting. Tentative dates for the next three months—September 18 (noon) or 19 (7pm), October 16 (noon) or 17 (7pm), and November 20 (noon) or 21 (7pm) will be finalized on Slack and Zoom.

#### IX. APPROVAL OF CONSENT AGENDA

A motion (by Neil) to approve the consent agenda was seconded (by Maria) and passed unanimously.

There was no executive session.

#### X. Closing prayer:

Margaret closed the meeting with prayer. The meeting adjourned at 2:15pm