

Episcopal Church of St. Martin, Davis
Vestry Meeting Minutes
2 October 2023
7:05-9:09 PM, Parish Library

Present: Anthony Amato (Clerk), Diane Bamforth, Beth Capell (Jr. Warden), Colette Chabbott, Rev. Pamela Dolan (Rector), Ben Eustis-Guthrie, Kimo Kimokeo (Co-Sr. Warden), David Martin, Honna Steissberg, Susan Stone, Neil Willits (Co-Sr. Warden), and Tom Young

Guests: Ven. Margaret Grayden and Jessie Ann Owens (Treasurer)

Absent: Chris Reynolds

Vote to Approve Agenda for 2 October

A motion to approve today's agenda as amended to include a discussion about when the next Vestry meeting will be held was introduced (Colette), seconded (Beth), and passed unanimously.

Opening Prayer & Spiritual Practice

Rev. Pamela led the Vestry in an evening prayer adapted from *The Rhythm of Life: Celtic Daily Prayer*, by David Adam. A solemn moment wherein members of the Vestry offered intercessions and thanksgivings followed.

Vote to Approve August Meeting Minutes

A motion to approve the Vestry meeting minutes for 29 August 2023 was introduced (Neil), seconded (Anthony), and passed unanimously with one abstention.

Treasurer's Report

Jessie Ann led the Vestry in a review of year-to-date financials. Pledges are slightly below budget, but plate is well ahead. Staff costs are less than budgeted (the sabbatical replacement costs were lower than budgeted). There are two areas of concern, raised previously: office administration (incorrectly budgeted) and accounting (Chazin expenses much higher than anticipated).

A preliminary look at the budget for 2024 was also provided. The Vestry was shown four different scenarios; even without budgeting for a second clergy, and assuming 2023 revenue, there are deficits, ranging from a high of \$57K in one model, to a low of \$6K.

The Vestry also discussed the proposal to hire Stephen Lawrence, CPA, as a consultant for St. Martin's on an hourly basis "to advise on proper accounting procedures so that entries into Quickbooks Online conform to required financial statements." As a former treasurer for St. Martin's, Stephen knows our parish, understands the challenges we face, and is familiar with the financial reporting required by the Episcopal Church. We would end our contract with Chazin once Stephen is on board. This change will reduce accounting costs significantly. Both Julie Knudsen and Janet Lane offered positive assessments of his work.

ACTION ITEM: Vote to Approve Hiring of Stephan Lawrence

A motion to approve the hiring of Stephen Lawrence, CIA, CPA as an accounting consultant for the Episcopal Church of St. Martin was introduced (Neil), seconded (Beth), and passed unanimously.

Discussion on Proposal for Missional Giving

The Vestry reviewed a Proposal for Missional Giving submitted by the Treasurer. The proposal recommends transparency in our financial statements, creating a category for operations, funded by pledge, plate and other revenue, and one for missional giving, funded by Frost revenue, special plates and initiatives such as the Thanksgiving Project. The Vestry looked at a sample budget report that makes this distinction (Church of the Incarnation in Santa Rosa): outreach income and outreach expenditures both constitute their own stream of revenue, as opposed to outreach costs coming out of operating revenue. Following a lively discussion, the consensus was that the next step would be to discuss the proposal in a joint meeting of members of Vestry and members of SJO.

Finally, the Vestry took a moment to convey their heartfelt appreciation for Jessie Ann's hard work, dedication, and commitment to alleviating the financial challenges facing our parish.

Rector's Report

Given the length of our missional giving discussion, the updates regarding the ministry council and St. Martin's 70th anniversary celebration were rather brief. Ultimately, we want to be able to acknowledge those who have been instrumental in supporting our parish over the decades, while also emphasizing the work of those who have been doing everything in their power to ensure St. Martin's remains healthy and strong for the next 70 years.

Rev. Pamela also updated the Vestry on the visit of the Rt. Rev. Ernie Moral, Bishop of Southern Philippines, to St. Martin's. He expressed much respect for the work we have done to become a carbon free church, and conveyed appreciation for the beauty of the St. Martin's campus.

Senior Wardens' Report

The Vestry took time to discuss our whistleblower and conflict of interest policies and how there are still minor logistics that need to be addressed, in particular, who receives the whistleblower complaints if there are any.

With regards to the parish hall improvements, the Vestry expressed their gratitude to Colette for getting the ball rolling on everything. We have the money for "new initiatives," so we don't need to solicit money from the congregation.

The Vestry also took a moment to discuss future Vestry recruitment, particularly the importance of building a balanced slate that includes people who are passionate about missional giving.

Finally, the Vestry discussed Nancy's email about the Yolo Diaper Bank Drive.

ACTION ITEM: Vote to Approve Support of Yolo Diaper Bank Drive

A motion to approve the solicitation of parish support for the Yolo Diaper Bank Drive, as well as to put out a box for the collection of diapers, was introduced (Neil), seconded (Colette), and passed unanimously.

ACTION ITEM: Vote to Approve the Reinforcement of Parish Cross

A motion to secure a bid for the reinforcement of the parish cross while we have the scaffolding up for window repairs was introduced (Beth), seconded (Susan), and passed unanimously with one abstention.

The Vestry would also like to take the time to extend our appreciation of Building & Grounds for all their hard work in making sure our sanctuary stays safe and beautiful.

Approval of Consent Agenda

A motion to approve the consent agenda items was introduced (Neil), seconded (Anthony), and passed unanimously.

Discussion Concerning Upcoming Vestry Meetings

A tentative date for the next monthly Vestry meeting is Monday, October 30th, 7 PM in the parish library. It is also important that we schedule a date for a meeting between the Vestry and SJ&O. This would not be an official monthly meeting of the Vestry, but rather an informal sit-down discussion between Vestry and SJ&O members wherein both parties would be free to discuss concerns related to communication and harmony, among others. A tentative date for this meeting is October 22nd, after the 10 AM service.

Closing Prayer

Deacon Margaret led the Vestry in a beautiful closing prayer.

MEETING ADJOURNED at 9:09 PM.

Anthony G Amato
Vestry Clerk

10/3/23
Date