

Episcopal Church of St. Martin, Davis
Vestry Meeting Minutes
August 19, 2024
7:03PM - 9:11PM, Parish Library

Present: Diane Bamforth, Beth Capell (Jr. Warden), Rev. Pamela Dolan (Rector), Ben Eustis-Guthrie, Jim Jordan, Elise Keddie, Tony Miller, Neil Willits (Sr. Warden), Tom Young

Guests: Gabe Avila (Assistant Clerk), Jessie Ann Owens (Treasurer)

Absent: Ven. Margaret Grayden, Eric Jordan, Susan Stone

1. Vote to Approve Agenda for August 19, 2024

- a. Elise introduced and Jim seconded a motion to approve the August 19, 2024 Vestry meeting agenda, amended to include an action item under the Senior Warden's report. This motion passed unanimously with no abstentions.
- b. Neil noted that due to relocating out of state and beginning seminary, Anthony Amato has resigned from the Vestry.

2. Opening Prayer & Spiritual Practice

- a. Rev. Pamela led a bible study on the end of Acts, Chapter 4, and beginning of Chapter 5, which discussed how what you do with your money and possessions declares what kind of a community you are.

3. Vote to Approve Minutes for July 22, 2024

- a. Tony introduced and Elise seconded a motion to approve the July 22, 2024 meeting minutes distributed in the packet, as amended. This motion passed unanimously with no abstentions.

4. ACTION ITEM: Capital Needs Discernment Committee Report

- a. Elise provided an update from the Capital Needs Discernment committee, which met on August 5. Elise shared that the committee discussed two case studies that involved visioning which resulted in capital improvements or plans for same. Both case studies developed a generational plan. The committee began the conversation on the process and is still in a strategizing and information-gathering phase. St. Martin's is not yet starting a capital campaign.
- b. Neil moved and Elise seconded that the vestry take appropriate steps with putting forward a timeline for the visioning process to present at the annual meeting in 2025. This motion passed unanimously with two abstentions.
- c. Beth moved and Elise seconded a motion to assess the facilities in terms of current use by the development of a questionnaire, which will be brought by vestry members to current users of the campus. This motion passed unanimously with no abstentions.

5. REPORT: Stewardship Committee Report

- a. Gabe presented information on a narrative budget, including a preliminary draft based on St. Martin's 2025 preliminary budget figures. He explained that presenting a budget in this way better describes the way the church makes use of donations for its mission and ministry. Gabe also discussed the Stewardship Committee's initial steps toward a campaign, including important dates and the use of tens.org's "Walk in Love" model.

6. ACTION ITEM: Signing of endorsement for Randy Demary

- a. Ben introduced and Jim seconded a motion for the parish to endorse Randy Demary to be admitted as a candidate for Holy Orders. This motion passed unanimously with no abstentions.

7. Update on Parish Hall Acoustic Panel

- a. All the panels are up. The design and look is fantastic.
- b. Neil moved and Diane seconded a motion to express thanks to the people who worked on the acoustic project by having Neil write a letter on behalf of the vestry. This motion passed unanimously with no abstentions.

8. Senior's Warden Report

- a. Neil discussed that St. Martin's is undergoing a diocesan audit on August 23, 2024. One of the required items is a Whistleblower Policy.
- b. **ACTION ITEM: Adoption of a Whistleblower policy**
 - i. Tony introduced and Jim seconded a motion to enact the whistleblower policy as distributed in the Vestry Packet. This motion passed unanimously with no abstentions.

9. Rector's Report

- a. Pamela discussed the need for leadership in the parish, in particular Creation Care and Hospitality/Fellowship, as well as her increased focus on pastoral care.
- b. Pamela described the Season of Creation, a new liturgical season, which will run Sept. 1 to Oct. 4. She also shared some information about the logistics of the move from the sanctuary to the parish hall during the window restoration, including the lack of live streaming.
- c. Pamela discussed improving relationships with local churches of other denominations.
- d. Pamela noted wanting to make some changes in the budget in the administrative lines.

11. Consent Agenda

- a. Elise introduced and Ben seconded a motion to accept the consent agenda items, consisting of the Buildings and Grounds Report, Financial Statements, and Social Justice and Outreach Draft Minutes. This motion

passed unanimously with no abstentions.

12. Signups

- a. Diane disbursed the counter list and the signup lists.
- b. Pamela reminded everyone about the news and review.

13. Closing Prayer

- a. Pamela led the Vestry in a closing prayer.

MEETING ADJOURNED at **9:11 PM**.

Next meeting: September 16, 2024 at 7pm