

Episcopal Church of St. Martin, Davis
Vestry Meeting Minutes
August 20, 2025,
7:03 PM - 8:28 PM, Room 6/7

Present: Maria Acuna-Feldman (Sr. Warden), Beth Capell (Jr. Warden), Stan Forbes, Jim Jordan, Elise Keddie, Tony Miller, Susan Stone

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

Absent: the Very Rev. Pamela Dolan (Rector), Ven. Margaret Grayden, George Kuodza, Tom Young

1. INFORMATIONAL: Reminder of Vestry tasks

- a. Elise reminded everyone about Signup Genius, which contains signups for announcements, counting, and the Vestry News and Review.

2. Approval of draft agenda for August 20, 2025

- a. Elise moved and Stan seconded a motion to approve the August 20, 2025, agenda, adding a discussion of an ICE policy after the discussion of the budget. The motion passed unanimously, with no abstentions.

3. Opening Prayer

- a. Maria began by sharing an extemporaneous prayer.

4. Approval of Vestry Meeting Minutes from July 16, 2025

- a. Tony moved and Jim seconded a motion to approve the Vestry meeting minutes for July 16, 2025, with the following correction: Stan Forbes should be removed from the present list in the header. The motion passed unanimously, with one abstention.

5. Treasurer's Report

- a. DISCUSSION: Draft Budget
 - i. Jessie reviewed the draft budget and the accompanying explanation. Some of the numbers are provisional (for example, COLA); the 2025 number is used as a placeholder. Gabe solicited requests from the leaders of various ministries (for example, Children's Formation); he also adjusted some categories based on increased costs (for example, Maintenance). The budget shows four possible scenarios: status quo (no additional staff), a full-time curate partly funded by the diocese, a full-time curate funded entirely by St. Martin's (two years of funding spread over three fiscal years) for six months in 2026 and for twelve months in 2027. The method for projecting pledge revenue has changed from previous years; the recommendation for 2026 is to use the pledged amount for 2025 as of August and increase it by 2.14% to give a

target for the fall stewardship campaign of \$500,000 and 120 pledges (current year total). Jessie expressed gratitude to Gabe for the clarity of the budget spreadsheet.

- ii. Maria explained the curacy program. Sponsor parishes (like St. Martin's) would pair with another church. Sponsors and partners need to apply together. Maria has been working with Canon Julie Wakelee to find a partner parish. The diocese would pay 50% of all costs, the sponsor would pay 40-45% of costs, and the partner parish would cover the remaining 5-10%. This is a three-year program.
- iii. Jessie noted that even with diocesan help, this would result in a projected deficit. She also noted that a campaign could fund a curacy as well as capital needs.
- iv. The Vestry also discussed the potential of "sharing" a curate with a partner parish even if not selected for the curacy program.

6. DISCUSSION: ICE Policy

- a. DISCUSSION: What is the policy at St. Martin's if ICE shows up at St. Martin's?
 - i. According to Janet Lane, who serves on a diocesan task force related to this topic, written guidelines should be given to leadership and ushers explaining what to do if ICE shows up. Other churches in the diocese, such as Trinity Cathedral, do have policies. The diocese says that each church is different and we have to decide where our public and private spaces are. After a decision is made, parishes should run it by Canon Julie.
 - ii. Beth suggested the formation of a subcommittee to create a policy and to decide what is public and what is private. Elise and Tony offered to serve on this working subcommittee. Susan and Stephen offered to obtain information from other organizations on what their policy is.

7. DISCUSSION: Fall Stewardship Campaign

- a. DISCUSSION: Fall Stewardship Campaign
 - i. Maria explained the preliminary schedule for the upcoming stewardship campaign. She reminded everyone of the mission priorities identified by the Vestry and discussed the idea of presenting a mission-driven budget. Stewardship will include a curate as part of the stewardship request. Julia Goldsmith will be the first stewardship speaker. Karrigan Berk will likely speak on the environment. Speakers will present after the 10am service. Ministry leaders will speak during the worship service. The goal would be \$500,000 in pledges. Maria mentioned the theme and highlighted draft posters. She shared the idea of a parish breakfast social between the two services, and a photo directory as well as a food celebration to end the stewardship season on October 26.

- ii. Jim moved and Tony seconded a motion to use \$500,000 as the goal for the pledges. The motion passed unanimously with no abstentions.

8. INFORMATIONAL ITEM: Personnel Committee

- a. Beth shared that in the past couple of years, several personnel issues have arisen, including the updating of the employee handbook and several leave benefit items. The executive committee has been serving as the personnel committee.

9. REPORT: Capital Needs Discernment Committee

a. INFORMATIONAL: Report

- i. Elise mentioned the included report from the Capital Needs Discernment Committee. Elise thanked the members of the committee and Jessie Ann, who formed the committee.
- ii. The vestry discussed why it might be useful to do the first two goals (inspection and carbon neutrality evaluation) prior to beginning any further planning.

b. ACTION ITEM: Approve motion to retain professional evaluations

- i. Elise moved and Jim seconded a motion to expend up to \$3,000 for retaining a professional building inspector to inspect St. Martin's physical assets and advise on maintenance plans and up to \$3,000 to enlist an external expert to conduct a carbon neutrality evaluation. These two activities will be completed without commitment to a possible capital campaign. This motion passed unanimously, with no abstentions.

10. Junior Warden's Report

- a. Beth shared that progress had been made on the parking lot. In addition, the Building and Grounds committee is in the process of finding a new way to repave the labyrinth that lasts much longer than the current process. Beth stated that B&G expenses are higher this year than in previous years and agreed with the increase in the budget for this work.

11. Senior Warden's Report

a. ACTION ITEM: Candidate to join the vestry

- i. Maria introduced Stephen Reynolds. Stephen introduced himself.
- ii. Jim moved and Maria seconded a motion to appoint Stephen Reynolds to one of the open vestry seats. The vestry approved the motion by acclamation.

12. Rector's Report

- a. Gabe referred the Vestry to Pamela's emailed rector report.

13. Accept the Consent Agenda

- a. Stan moved and Elise seconded a motion to accept the consent agenda

consisting of the July financial documents and August Buildings and Grounds Report. The motion passed unanimously, with no abstentions.

14. Closing Prayer

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

MEETING ADJOURNED at **8:28 PM**.

Next Vestry meeting: September 17, 2025, at 7pm