

St. David's Church and Preschool Vestry Meeting Minutes – Draft August 15, 2023

*The Mission of St. David's is to follow Jesus, loving our neighbors as ourselves,
without exception.*

Vestry

Elaine Turnbull (1/26), Rectors Warden, Vestry Chair, Anne Kellett (1/26), Peoples Warden, Vicki Greco (1/24) Loral Priest (1/24), Kathleen Hoot (1/25) Bill Blakeslee (1/26) Jane Krikorian (1/25), Treasurer, Joy Wolf (1/24) Kathy Winder (1/25)

Staff: Karen Garcia Director St. David's Preschool; John Mark Harris, Director of Music, Treena Roman, Parish Administrator

APP Team: Loral Priest. Jan Romerdahl, Equilla Luke

Vestry Clerk: Chris Timmins

A. Opening

1. Welcome/Call to Order **6:35 PM**
2. Welcome Guests
 - i. The Rev Kirby Smith, Interim Priest in Charge, joined the meeting briefly.
 - ii. David Priest
 - iii. Steve Turnbull
 - iv. Rev. Nancy Holland
3. Establish Quorum:
PRESENT: Elaine Turnbull, Rectors Warden, Anne Kellett, People's Warden, Vicki Greco, Loral Priest, Kathleen Hoot, Jane Krikorian, Treasurer, Joy Wolf, Jan Romerdahl, Equilla Lake
ABSENT: Bill Blakeslee, Kathy Winder
4. Opening Prayer - Elaine
Scripture Meditation – Luke:1-6 - Jane Krikorian

B. Old Business

1. **Motion to Approve** Jul 18, 2023, Minutes **MSP**
2. **Motion to Approve** Consent Agenda: Read and Review all documents in the Vestry Google Doc. Any items that need discussion or clarification must be removed from consent and added to New Business Agenda. **MSP**
 - i. Rector's Warden – no report
 - ii. People's Warden – report included
 - iii. Treasurer – report included
 - iv. Preschool – report included
 - v. Service & Justice – report included
 - vi. Others – reports from Welcoming Committee, Sacred Ground Gospel article, Monthly Operational Report
 - vii. Facilities Care – no report
3. **Motion to Approve** the consent agenda. **MSP**

4. Verbal Reports not in Consent Agenda
 - i. Preschool – Karen Garcia – see full report on website
 - a. Month ended financially in the black
 - b. Hired two people and looking for one more teacher
 - ii. Vestry Liaison reports:
 1. Vestry - Elaine Turnbull
 - a. The Letter of Offer for Fr. Kirby was not made part of the minutes following his signing in June. * A copy will be available for Vestry members. He starts August 17, 2023
 - b. Elaine read thank you note from Fr. Shunerman
 2. Facilities – Loral Priest
 - a. Facilities Care Report – David Priest
 - i. Projects in the works: AT&T (2024), HVAC, Exterior painting, and water leak in preschool area is being monitored.
 - b. Trees – trees were trimmed, and tree removal will take place in September.
 3. Worship – Vicki Greco
 - a. John Mark, headphones – single person responsible
 4. Christian Formation – Kathleen Hoot
 - a. Connected with Karen about Preschool. Perhaps parish can help with back to school night.
 - b. Daughters of the King met for summer fellowship while working on a craft project.
 5. Congregational Life – Kathy Winder – absent
 6. Service & Justice – Joy Wolf
 - a. Collected backpacks for CCSA
 - b. Held first of quarterly events for the Sacred Ground community.
 7. Communications – Bill Blakeslee – absent
 8. Congregational Development – Anne Kellett
 - a. There is a Work Group writing the Action Plan for Community Engagement.
 - b. Connected to Missioninsite website.
 - c. Update on July 22 and Aug 5 Eric Law Workshops – there are four groups working on Action Plan to coincide with the APP recommendations.
 9. St David’s Branding Update – Anne Kellett
 - a. Anne is working with new company developing logo options to present to the vestry in September.
 10. Sound system installation in August 2023 – John Mark
 - a. There are noticeable differences in our sound –We need to train a few people to help with special earphones for hard of hearing.
5. APP Team Update – Jan & Equilla
 - i. Quarterly report in progress for presentation to the vestry in September.
6. Monthly Finance Report – Jane Krikorian
 - i. Action Items:

- a. **Motion to Direct** the \$100,000 Scorey gift from the BofA Savings Account into a 30-day Certificate of Deposit at the Charles Schwab brokerage account. **MSP**
- b. **Motion to Approve** \$1,000 in expenses (gifts, food, etc.) for the Baptism and Confirmation Celebration on September 10, 2023. **MSP**
- c. **Motion to Approve** \$2,000 for cleaning expenses for the Baptism and Confirmation Celebration (Regular Maintenance to be completed at this time) on September 10, 2023. **MSP**

7. Workgroup Reports:

- i. Audit 2022 -Submitted 8/8/23.
- ii. Bylaws – did not review – will be approved at September meeting
- iii. Welcoming Ministry – Joy Wolf
 - a. Continuing to staff Welcome Table
 - b. Future meetings on hold while working on Action Plan
- iv. Baptism, Confirmation/Bishop Visit/ Celebration Sept. 10 –
 - a. Rev. Nancy Holland, meeting with/instructing candidates each Saturday morning.
 - b. Plans for Celebration moving ahead. Many contributions towards the expenses, the number of candidates has increased, there will be a catered brunch served.

C. New Business

- 1. Investment Committee Resolution to approve Gift Acceptance Policy
 - i. Long discussion about the policy led to general acceptance. Will be sent back to the committee for “wordsmithing.” Will be on agenda for September meeting as there are gifts waiting to be correctly dispersed.
- 2. Staffing first Sunday school. (Volunteer vs paid)
 - i. Looking for Sunday School teacher for 5-10yr old’s & Youth (working with diocese)
 - ii. Childcare infant – 4yrs. Paid Service? Funds in budget.
- 3. Establish a Future Budget Workgroup for Forecasting a 2025 Budget (to include a full-time rector)
 - i. Fr. Kirby and Wardens to appoint committee members.

D. Important Dates

- 1. Bishop Visitation: September 10, 2023
Six adult confirmations and four adult baptisms; two youth Confirmations and three baptisms for children.

Next Vestry meeting: Sept.18, 2023

Motion to Adjourn 8:33 PM

Closing Prayer