



# St. Paul's Episcopal Church Annual Meeting Minutes, January 15, 2017

## Opening

St. Paul's Episcopal Church Annual Meeting was called to order at 10:08am PT on January 15, 2017 in the St. Paul's Episcopal Church, Oakland, CA by Fr. Mauricio Wilson when a quorum members was confirmed. James Kadleck, Clerk of the Vestry, was confirmed as clerk for the annual meeting.

## Rector's Report during the Sermon

Fr. Wilson reported, "2016, What a Year." The last two months of the year were quite difficult and exhausting with the challenges we experienced. At times, it was quite difficult to remember the bright spots in the year because the dreary moments. "The year began like a NASCAR race." We began with the Annual meeting, moved into the Feast of St. Paul, to the Vestry Retreat, then the Season of Lent with its Catechumenate and Lenten Series and The Stations of the Cross on Fridays while leading up to and preparing for St. John's Passion during Holy Week on Good Friday. In May, David Farr, the music director of St. Paul's retired. However, he remained on until July while the search for a replacement was completed by the search committee. David passed away on Thursday, December 15<sup>th</sup>. Fr. Mauricio prayed for the eternal repose of David's soul and that he may rest in peace. He talked about how our nation had just come through a very contentious and divisive national election and commented on how he felt we would feel the consequences of this election for year to come. Through it all St. Paul's has and should keep only placing our trust in God.

St. Paul's Episcopal Church has been very busy throughout 2016. The average Sunday attendance has been approximately 150. This year we presented four individuals for Confirmation and one for Reception at Grace Cathedral in June. We have continued our ministries of feeding those at St. Mary's Center. He noted from the committee reports that food pantry, the Pantry of Hope, client list continues to grow. He also reported that snack packs are still being distributed to individuals each month through the homeless ministry. St. Paul's Episcopal Church continues our partnership with St. Paul's Episcopal School in the education of children. He continued to report that although we have a budget shortfall which the Vestry Treasure reports, St. Paul's remains strong and poised to move forward in 2017.

Fr. Mauricio reported the Rector continues to serve on the Board of Trustees for Clausen House and St. Paul's Episcopal School, Oakland Police Review Board and that at the request of Mayor Libby Schaff he will be moving to serve on the newly formed Police Commission that will replace the review board because of new ballot initiative passage. The work is tiring and rewarding at the same time. He also reported on the participation of the Rector and the church regarding the ordination of our seminarian, Richard Hogue.

St. Paul's Episcopal Church and St. Paul's Episcopal School presented in a workshop at the National Association of Episcopal Schools how we are sharing our Curate, Mother Annie Pierpont Mertz.

In 2016 Fr. Wilson with the support of the members of St. Paul's Episcopal Church participated in the search for a bishop coadjutor.

### **New Business**

During the sermon, Fr. Wilson made clear his plan to celebrate his 25<sup>th</sup> year of Priesthood here at St. Paul's in May 2017. He reported St. Paul's will be moving forward in faith. The challenges we faced this year were nothing but preparation for the year ahead. He then brought the congregation back to the Gospel reading (John 1:29-42) and reminded us that John testified to the one and true God and how St. Paul's is called to testify to our community and world. We are to testify that Christ is the one true God and that we have seen the light of Jesus Christ in the world. St. Paul's is becoming a Sanctuary Parish. Ms. Paula Hawthorne present a sign that states, "Immigrants and Refugees welcome here."

### **Announcements and Recognition of Service**

Recognition of the outgoing Vestry Members:

Fr. Wilson expressed his thanks Sharon Pilmer, Tom McGarrell and Liz Hook for their service as they leave their duties of serving on Vestry. He thanked each of them for all they do and how much they do for St. Paul's Parish.

### **Approval of the Minutes**

The Minutes of the 2016 Annual Meetings were approved prior to their inclusion into the 2017 Annual Parish Meeting packet.

### **Vestry Nominations**

Call for Vestry Nominations from the Floor:

There were no vestry nominations from the floor. A motion to close the ballots was moved by Susie O'Neal and seconded by Lisa Strait. All approved; No nays

The candidates for Vestry are the three who had been put forth by the nominating committee: Irene Plunkett, Pam Kruse Buckingham and Melville Behrendt, Jr. All approved; No nays

### **Deanery Delegate Nominations**

There were no nominations from the floor. A motion to close the ballots was moved by John Simmons and seconded by Pam Kruse Buckingham. All approved; No nays

The candidates for Deanery Delegates are the three who had been put forth: Scott Buckingham, Paula Hawthorne and Sheila Sims. All approved; No nays

The candidates for Deanery Alternates are the two who had been put forth: Pam Kruse Buckingham and Isabella Sempari and one yet to be named. All approved; No nays

### **Treasure's Report**

Tom McGarrell, the Parish Treasure, provided a report on the financial health of St. Paul's.

Tom started off by introducing the members of the Investment Committee: Nathan Hunt, Sandra Anderson, James Kadleck, and Tom McGarrell and the members of the Finance Committee: Vicki Larson, Robert Knapp,

Ray Baxter, Bill Davis, Tom McGarrell and Rector- Ex Officio. Tom then began reviewing how financial information is distributed within the St Paul's community and how the budget is put together.

Tom meets with the bookkeeper and the rector on most Wednesdays. At the end of the month the bookkeeper prepares the financial statements for the month ended and emails them to Tom. The financial statements contain the Income Statement, the Balance Sheet and the Schedule of each check written in that month. The financial statements are stated for the month, for year to date and as against budget to date.

Tom then emails the financials, to the Finance Committee members and to the Rector and the Senior Warden. Tom also emails the Merrill Lynch statement for the month ended to the Investment Committee and to the Rector and the Senior Warden. The Rector then emails the financials and the Morgan Stanley statement to the Vestry members for review before the next Vestry meeting where they are discussed.

Tom stated that the budget process commences in late Summer with discussion in the Finance Committee. By late Fall a draft budget for the next year is prepared. The draft budget shows the last full year actual results, next to the current year to date and finally the proposed next year budget. The Rector and Treasurer discuss the draft and state the proposed budget for next year in the alternative: a conservative version and an optimistic version of income and expenses. At the November Vestry meeting the proposed budget, stated in the alternative, and the actual results for the last full year and the current year to date are distributed to the Vestry. The budget is then discussed, line by line, and voted on at the following Vestry meeting in December.

It is a very thorough and transparent process.

Tom reported the 2016 budget as compared to the 2016 actual and the 2017 budget. 2016 was a mixed year for the church. We experienced significantly lower than expected income. However, we also were blessed with lower expenses. Yet operational cost still resulted in higher than budgeted deficit. Tom added that church has commenced to receive distributions from the estates and trust of Nancy and Virginia Bradford.

Tom added that we will have moved our investment portfolio to Merrill Lynch with a Registered Investment Advisor, Mary Foust, in 2016.

Tom then addressed questions from parish members regarding estate planning. George Strait was requested to address ways the parish should consider supporting the church now and not depend on estate distributions.

### **Friends of Music Group**

Vicki Larson presented the Friends of Music at St. Paul's. Please also see the supplemental addition the Annual Meeting packet.

### **Additional Comments**

The church website is undergoing a redesign.

### **Adjournment**

Meeting was adjourned at 12:26pm PT by motion from George Strait and second by Lee Fisher. All approved: No nays.

## **Attachments**

Please also review the St. Paul's Episcopal Church Annual Parish Meeting January 2017 Packet.

Minutes submitted by: James Kadleck, Vestry Clerk

Approval of these Minutes to occur during next Annual Meeting.