



St. Paul's Episcopal Church Vestry Meeting Minutes

Call to order

A meeting of St. Paul's Episcopal Church Vestry was held at St. Paul's Chapter Room on Tuesday, May 24, 2016 at 7:02pm PT. The meeting began with a prayer led by Fr. Wilson.

Attendees

Attendees included The Rev. Dr. Mauricio Wilson, George Strait, Liz Hook, James Kadleck, Alice Brilmayer, Bill Davis, Sharon Pilmer, and Sandra Anderson (phone)

Members not in attendance

Yuri Sikkema and Tom McGarrell were not in attendance

Approval of minutes

The April 2016 Meeting Minutes were approved; with modifications by Sharon Pilmer under the Rector's report - spelling of Pacific Collegium and run on sentence regarding rector's vacation and David. Alice mentioned that under B&G, it should be "stained" glass windows. Sharon moved, seconded by George. 8 Ayes, No Nays.

Unfinished business

George mentioned that we have three candidates for the music director position, two are local and one from out of the state.

Rector mentioned that SCWW is moving. SPES is interested in renting as well as the Bishop's office, the Bishop said he is definitely interested in establishing a diocesan presence in the east bay. The discussion with the Bishop will continue next week. Rector pointed out this is a longstanding dream of St. Paul's.

Rector reported that Festival of the Hours—we're not going have it this year.

Sharon reported that the process improvement of music event booking processes. We have already implemented some improvements including weekly phone meetings, written processes, etc.

Rector reported that Prometheus had their last concert on Sunday. They have outgrown St. Paul's because they have so many concertgoers.

Non Action Items

Virginia Bradford's passing has activated a process of an annuity trust becoming mature. The length of the process is unknown. There is also a living trust of which we are the only beneficiary. According to our investment policy, the money will go into the investment portfolio. These are unrestricted bequests.

Alice asked if we could have the pride potluck on June 12.

Reports

Buildings & Grounds

Bill Davis: The outside of this building, the solar panels and general maintenance have been the primary focus. Alice requested a bell which rings from the glass doors to the parish hall because it is difficult to hear people who are outside. The Rector and Parish Administrator, Mia and have been working on getting a bike rack installed somewhere either inside or outside the church. If the city puts the bike rack outside our property, we will be responsible for the cost of laying the cement and any permits. We would prefer to have it inside the property for security reasons. Bill estimates the cost would be around \$500-600 and will do some research.

Welcoming Ministry

Sharon Pilmer reports the committee will meet again on Wednesday around 5:30 pm and we need to give Tyson enough time to look at the database. There is a goal to create some training materials /documents to sustain this ministry.

Finance Report

The Rector reported in Tom's absence that he would answer any questions /concerns. James Kadleck inquired regarding the status of the process of transferring to the new advisor. Fr. Wilson responded that Tom is still waiting on the paperwork.

Fr. Wilson also responded to concerns regarding the lower than budgeted amounts for some income items. There has been a transfer of administration for the wells (regarding the oil & gas leases). There remains hope the lower than expected income will be recovered at some point. He answered concerns for community and music events most likely not coming in as budgeted causing lost revenue.

Fr. Mauricio noted to the Vestry that the parish has underspent what was budgeted. We are being very careful about how we are spending the church's money. He also stated that Mia, Sandra and he had a phone meeting and are planning to do some significant promotions for use of our space for weddings. This potentially will increase the amount of income we have coming in for space rentals.

Rector's Report

The Rector reported the upcoming Sunday we would be saying farewell officially to David Farr as Music Director of St. Paul's. However, he will continue playing the organ through June until the 24th of July, serving as our supply organist. Sharon reported the choir got him a gift and they will be singing a farewell song at the reception.

Richard Hogue let Fr. Wilson know that he needed a letter from the parish approved and signed by the Rector and two-thirds of the Vestry. His ordination is on September 24, 2016 in Newark, NJ. Fr. Wilson will be going to Newark to attend.

The documents for Izabella Sempari's candidacy have been requested. The Application for Candidacy Page 1 is for the Rector and page 2 is for the Vestry. Alice read Bella's recommendation to the Vestry, who voted to recommend Bella. Bill motioned, James seconded. 8 Ayes, No Nays.

Fall Ministry Fair and Day of Training - Pam Buckingham and Mother Annie Mertz are spearheading this event of two days of ministry participation. It is scheduled for September 2016. One day for fall ministry fair; and the following week, a day of training for worship volunteers. The event will begin with a collective gathering of prayer and worship and then splitting into groups. Faith Quest and Altar Guild will have strong presences on that day. The June Newsletter will have an announcement, "save the date." The Ministry Fair will be on Sept 11th and the parish ministry retreat will be on Sept 17th.

Stewardship

After several years of faithful services, Sharon Pilmer is stepping down as Stewardship Chair. An email has been sent to the Stewardship Committee letting them know we need a new chairperson. George Straight volunteered to co-chair the stewardship committee. However, George will not be here in September. George recommended Lane Ceric. The Rector stated we should schedule the ingathering date for November 13 (Consecration Sunday) because the previous Sunday is All Saints' Sunday. Sharon recommended Jennifer Kitt as an inspirational speaker.

Executive Session

The Vestry went into Executive Session at 8:15pm

The Vestry exited Executive Session at 8:42pm

Adjournment

The Vestry Meeting was adjourned at 8:47pm with a motion from George Strait and seconded by Liz Hook. 8Ayes, No Nays. The Rector led the group in a closing prayer.

James Kadleck

6/28/2016

Clerk of The Vestry

Date of approval