



# 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, November 22, 2016 at 6:34pm PT. The meeting began with a prayer led by Fr. Wilson.

## Attendees

Attendees included The Rev. Dr. Mauricio Wilson, Liz Hook, Alice Brilmayer, Bill Davis, Tom McGarrell, James Kadleck, George Strait, Sharon Pilmer and Yuri Sikkema.

## Members not in attendance

Sandra Anderson

## Approval of minutes

The October 2016 Meeting Minutes Approval of minutes motioned by Sharon Pilmer and seconded by Liz Hook. 9 Ayes, No Nays. The November Special Session Minutes were approved; with modifications by Alice Brilmayer. Approval of minutes motioned by George Strait and Liz Hook seconded. 9 Ayes, No Nays.

## Unfinished business

First Bradford Trust distribution has been received. We have deposited it to our brokerage account. The Nancy Bradford Trust & Virginia Bradford Trust status were discussed.

The Seminarians Room: Episcopal Senior Community Services will maintain a small footprint. Fr. Wilson will be signing a letter entering St. Paul's Episcopal Church into a lease agreement for a 3-year term with an annual increase 5% per year. The vestry request a true lease completed to formal lease be completed.

Election for Bishop in LA: December 2, 2016 is the election in LA. Fr. Wilson will be present at the meeting and will keep the vestry informed.

## Non-Action Items

Events Coordinator - Sandra Anderson has been working on organizing events utilizing the church facilities. She will begin working to start booking events at St. Paul's.

## Reports

### 2016 Pledge Drive

George said the annual pledge drive went well. George expressed special gratitude to Fr. Wilson and Mia for their efforts during this drive. Current 62 pledging units with \$158k. This is less than last year.

## Finance Report

The vestry received a presentation from our Register Investment Advisors, Mary K. Foust and Alan Wong, from Merrill Lynch. They provided a brief introduction, market review, portfolio investment review, and requested the vestry consider our goals and asset allocation. The investment committee will review materials and make a recommendation to the vestry regarding the goals and asset allocation.

Tom provided the October 2016 financial for review. We have a very large deficit of \$113k. Pledges and Plate are under budget. Expenses are on target. The balance sheet, check register, and investment account were all reviewed.

Outreach - Tom asked if we were going to continue allocations to La Clinica.

## Rector's Report

Ratification of David Farr Music Fund: Bill Davis moved that we ratify the clarification of the David Farr Music Fund and Alice Brilmayer seconded. All Ayes; No Nays. (Via email - There was one dissenting vote.)

The vestry voted on the housing allowance for tax purposes for the members of the clergy. Sharon Pilmer motioned the vestry approve, Bill Davis seconded. All Ayes; No Nays.

The vestry discussed the formation of the Vestry Nominating Committee. George Strait moved the nominating committee be Liz Hook, Sharon Pilmer, Tom McGarrell, Shelia Fisher, Sergio Prieto and Alice Brilmayer seconded.

Fr. Wilson reported the stove search is continuing.

The first draft of the budget was distributed.

## **Executive Session**

N/A

## **Adjournment**

The Vestry Meeting was adjourned at 9:07pm with the Rector leading the group in a closing prayer.

James Kadleck  
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Clerk of The Vestry

December 20,2016  
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Date of approval