

# St. Paul's Episcopal Church, Oakland

## Vestry Meeting Minutes

Wednesday, September 28, 2011  
Chapter Room

### I. Call to Order and Opening Prayer

The Rev. Mauricio Wilson called the meeting to order at 7 p.m. on Wednesday, September 28, 2011 in the Chapter Room.

Maura Lane read Philippians 4:1-23 – a message from Paul while in jail to his friends. Not knowing what will happen to himself, he tells his readers to remain faithful to what God is calling them to do.

### II. Attendees

The following Vestry members were present: Rufus Berry, Lane Ceric, Charles Doyle, Claudette Ford, Trudy Hsu, Maura Lane, Philip Merrick, Sarah Smith and The Rev. Mauricio Wilson.

Via Conference Call: Paula Hawthorn

Guests/Observers: Teresa Lindberg; Parish Administrator.

### III. Vestry Appointment

**VOTE** Phil Merrick nominated Charles Doyle to fill the remaining term of Kathy McClelland (through 2012); Lane Ceric seconded. Passed by unanimous voice vote.

### IV. Approval of the Minutes of the Previous Meeting

**VOTE** Claudette Ford moved that the June 2011 minutes be accepted as submitted; Rufus Berry seconded. Passed by unanimous voice vote.

### V. Old Business

100/141 Anniversaries: The celebration will begin with a solemn Evensong, sung by the choir of St. Paul's, on January 25, 2012 (the date of the laying of the cornerstone) with a reception following in the church. The back section of the sanctuary will be cordoned off for the reception area. Leslie Campbell is managing the reception portion and David Farr is organizing the Evensong service. There will also be a celebration with the bishop following the 10 a.m. service on Sunday, January 29. We are also looking at another celebration on the 12/12/12 – the 100th anniversary of the first liturgical service in the church. Maura will be the Vestry liaison to Leslie for both the Wednesday event and the Sunday service.

Rufus asked why the event was not in the parish hall. Fr. Wilson said that because we are celebrating the church building holding it within it allows us to showcase the current and the past together.

Ministry Action Plan: The original focus group meetings were Spiritual Growth & Education; Fellowship & Family Ministries; Music; Outreach; and Facilities. Because of the Capital Campaign meeting covered mostly Facilities, the Facility

meeting has been cancelled. The Outreach meeting was moved to 10/16 and the Liturgy and Music on 11/13.

VI. Leadership Development (formerly the Nominating Committee)

Lane, Ray Baxter, Leah Hall and Fr. Wilson met. They are very enthusiastic for the work to nurture and develop new leadership within the church. They understand the urgency for this upcoming election, but they also understand that they are charged with something greater which is to find ways to develop leaders ongoing and channel people's talents.

They already have two people who are targeted for vestry nominations for 2012. They request that the Vestry suggest names, but not speak with them directly. They will verify eligibility before having anyone approach the individuals directly.

VII. School Report

The school is waiting for all the permits to come through so they can start on the gym building — ground breaking is tentatively set for November. Enrollment is up, but they are still not up to capacity. The school is struggling with financial issues because they are committed to continuing to provide tuition assistance (currently at over a million dollars). The school is making hard decisions to ensure the school is sustainable for the long-run.

VIII. Finance

2012 Budget – advise all committee heads that the plan is to keep everyone at the same level. If there is a specific budget increase that you foresee, please inform the Finance Committee.

Mortgage up in 2015. When we start looking for a new bank, we'll also start looking a repackaging our mortgage.

IX. Buildings & Ground Committee Report

Claudette circulated copies of the inspection report provided by Mike Brady. It is comprehensive, prioritizes needs, and provides good ballpark figures from which planning can be done. Some problems are also safety issues that will need to be addressed promptly.

All areas require further investigation by licensed contractors within the area of need (i.e. structural engineer, roofer, HVAC, etc.). The estimates in the inspection report do not match up with the capital campaign estimates as both are just estimates and will probably change as job scopes expand or contract. The purpose of the report was have the actual deficiencies of the buildings quantified by an impartial inspector.

X. Rector's Report

Our 9/11 requiem mass (210 people in church) was very moving. Everything flowed together and was meaningful. In the afternoon, Pacific Collegium's concert was packed to overflowing.

Homecoming Sunday was the opening of our new program year. The Faith Quest ministry is doing well and expanding. We are about to go over 150 in average attendance – double the attendance from when Fr. Wilson started.

A Baptism is scheduled for All Saints, probably one for the Feast of Jesus's Baptism and perhaps one for Easter.

#### XI. Capital Campaign Consultant's Report

Mel Kalagian, our campaign director from Klote, reviewed his readiness assessment/feasibility report with the Vestry. He found, that like many congregations embarking on a capital campaign, there was uncertainty among some parishioners, but this is neither exceptional nor surprising. The attendance at the nine focus group meeting was 39% of the 174 families on the roster and represented a cross-section of long-standing and new members. Of those who attended the focus group meetings, 80% said they were open to the idea of a capital campaign — only 2 attendees said they could not support a capital campaign financially.

Parishioners feel that both the needs of the building – especially issues of safety – are important to address, but that spiritual growth and development is equally as important. Also important is the need to attract new families with children. Many parishioners felt that without a good youth presence, a church dwindles and dies.

Lane asked if people wanted to donate to a specific area (i.e. fix the stained glass) could they? That will be up the Campaign Steering Committee to decide and create guidelines for acceptance.

It is very important that a campaign is communicated well so that everyone feels heard. The annual campaign and the capital campaign will be done together. First, there will be a silent phase asking those who have the capacity to give larger gifts. What you get in the silent phase is usually doubled in the general phase.

Lane asked if whether there would be a published dollar goal. Mel says that setting a specific goal for a campaign is setting it up for failure. Everyone knows or will know the needs of the church, which aren't changing — unless they increase because of not being addressed. We are asking people for a sacrificial gift to be paid over the next 5 years. The campaign starts immediately, but the money will come over the next 5 years. We are not asking for equal gifts, but equal sacrifice.

Everyone will be visited and will have everything explained one-on-one. Everyone will have a chance to ask questions and have them answered. Everyone gets a chance to mull it over and everyone gets a chance to decide when over the next 5 years to start.

Claudette pointed out that here aren't any nonprofits out there that aren't still fundraising — you don't stop fundraising in hard times, you try harder.

Phil would like more time to review and digest the report before voting. Phil supports the idea of a capital campaign, but he doesn't know if this is the time for a campaign or not.

Paula feels she can't ask the parishioners for sacrificial giving when the church as a \$1 million endowment.

Sarah stated that even if we don't have this campaign, we would still have to address these areas of need and ask our parishioners for sacrificial giving via the annual campaign.

The vote will be postponed until Sunday, October 2. All votes will be due by 6 p.m. and should be submitted via email. If anyone wants to meet at 11:45 a.m. on Sunday afternoon in the Rector's Study, Fr. Wilson will be there. Fr. Wilson will send out an email calling for the vote on Saturday evening.

XII. Closing Prayer and Adjournment

Maura Lane moved that this meeting be closed; Rufus seconded. Passed with unanimous voice vote. Fr. Wilson led a closing prayer and the meeting was adjourned at 9:29 p.m.

Minutes respectfully submitted by: Teresa Lindberg