



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, October 25, 2016 at 7pm 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 September 2016 Meeting Minutes were approved; with modifications by Alice Brilmayer. Approval of minutes motioned by Liz Hook and seconded by Bill Davis. 9 Ayes, No Nays.

Unfinished business

Non Action Items

Fr. Wilson reported on the Bradford trusts: The Will of Virginia Bradford is being contested. Church is waiting for the update on this situation. Nancy Bradford's estate is in final stages of probate.

Fr. Wilson updated Vestry on the selection process at the Diocese of Los Angeles.

Vestry Retreat is planned for the last week in January 2017. It will be at San Damiano Retreat, 710 Highland Rd, Danville, CA.

Action Items

Fr. Wilson contacted a few commercial real estate agents to provide comps for rental space in the parish. The estimate for regular commercial rate \$2-\$3/sq. ft. SPEC, Sr. Resources and Diocese will lease the space. Bill Davis motioned the Vestry authorize the rental of space be between \$2-\$3/sq. ft. (beginning negotiation at \$2.50/sq.ft.) with a limit of 3-year maximum on the lease; Sharon seconded; 9 Ayes, No Nays.

Reports

Buildings & Grounds

Bill Davis reported that he attended school building & grounds meeting. We have an intruder who is trespassing and sleeping on the property. He has tried to steal some copper wire from the property. Police have been called and no arrest was made.

Sexton's Apartment vent hood has been replaced and works good. Bill is seeking an estimate to remodel and upgrade the apartment.

Faucet in the kitchen in church office needs repair. Bill is working to get it repaired.

Alice reported the toilet seat in Mustard Seeds area needs to be tightened.

2016 Pledge Drive

George Strait reported the parish is discerning. The Ingathering will take place on November 13, 2016. George requested that next year, the stewardship chair be notified if youth service will be occurring during discernment to allow for youth testimony. George also expressed a depth of gratitude to the Senior Warden, Junior Warden, The Jensen Family, and Parish Administrator for their contributions to stewardship drive.

Finance Report

Tom McGarrell provided the September 2016 financials for review. He also reported the plate is 50% under budget this year and contributing heavily to the deficit. Tom also reported on interest & dividend, oil & gas leases and music income are all lower than budgeted. There is a \$102,000 YTD budget deficit caused by the under-budget items on income side. The balance sheet, investment account and check register were all reviewed.

Rector's Report

Fr. Wilson reported the Diocese of California is beginning a Capital Campaign and asking parishes to join in. The cost of the capital campaign has already been paid. Fr. Wilson request George Strait sit with the consultant (free of charge) to discuss possibility of St. Paul's Episcopal Church participating.

Executive Session

The Vestry entered Executive Session at 8:10pm and exited at 8:45pm. The Vestry brainstormed ways to address the deficit.

Adjournment

The Vestry Meeting was adjourned at 8:53pm with the Rector leading the group in a closing prayer.

James Kadleck

Clerk of The Vestry

November 22, 2016

Date of approval