

**St. Bartholomew's Episcopal Church**  
**Vestry Meeting**  
**Via Zoom Videoconference**  
**Tuesday, April 20, 2021, 6:00 p.m.**

**Present**

Rev. Mark C. McKone-Sweet, *Rector*  
Rev. Canon Allisyn Thomas, *Associate Rector*  
Costa Dillon, *Senior Warden*  
Susan McCormick-Davis, *Junior Warden*  
Polly Getz-Enos, *Chancellor* (joined 6:25 p.m.)  
J.D. Cowart, *Vice Chancellor*  
Amy Adome, *Treasurer*  
Akiko Tamano, *Clerk*  
  
Rachel Blankenship  
Jerry Blanton  
Larry Burgess  
Mark Davis  
Jim Oakes  
Nancy Peterson  
Margie Polishuk  
Lauren Sleeper  
Will Smith

**Excused/Absent**

Bill Angus, *Assistant Treasurer*  
Terry McCune, *Assistant Treasurer*  
Shinobu Horne

**1. Gather Together**

The vestry checked in. Nancy Peterson opened with a prayer.

**2. Consent Agenda**

**Costa Dillon**

The consent agenda included the following items:

- (a) Approve the April Treasurer's Report.
- (b) Approve the March 16, 2021, vestry meeting minutes.

Mark Davis moved to approve the consent agenda as presented. The motion passed unanimously.

### 3. Group Discussion

#### Fr. Mark

Fr. Mark reminded the vestry of St. Bart's intention for 2021 to be a year of reconnection and transformation. He indicated that he would like to create space to reflect on the phone calls recently made by the vestry to parishioners, as well as to gauge energy and readiness to move to the next round of phone calls, which will include an invitation to take a time and talent survey. A summary of the discussion follows.

- The experience of making the phone calls was mostly positive. It has given vestry members a chance to get to know parishioners they had not met previously. There was a consensus that St. Bart's needs to regularly make these kinds of calls so people understand that connection is part of the St. Bart's ethos.
- A number of people were not accustomed to receiving calls just to see how they are doing and were pleasantly surprised.
- During the calls, several parishioners mentioned concerns that vestry members were unsure how to address. Fr. Mark indicated that, when in doubt, any issues should be forwarded to him, Canon Allisyn, Demetreus Gregg, or Beth Dean, who will ensure the appropriate person is notified.
- It was often difficult to reach people via phone. Vestry members tried both phone calls and emails; one person tried scheduling a Zoom meeting but had no participation.
- A few vestry members sent emails but did not have time to make calls.
- The purpose of the second round of calls is unclear. The vestry might feel more comfortable if a Zoom session was held to discuss what a second call is intended to achieve. Fr. Mark replied that the second phone call will let the parishioner know that St. Bart's is still thinking of them; it is that type of consistency that builds relationships and trust.

Costa Dillon asked if anyone received feedback that would be helpful in addressing how the church is being run (e.g., questions about coming back onto campus, input on whether the church is communicating effectively). The vestry shared the following comments made by parishioners:

- One person had not been receiving any emails about services, and a number of people were not aware of the in-person services being held on the patio, or the schedule for the Easter season. Vestry members had to manually forward emails with service information.
- Several people were very concerned about what the church would look like when they got back.
- Questions and concerns about service times were common; in particular, several parishioners indicated they missed the quiet of the 8 a.m. services, and others wanted to go back to the 8 a.m. and 10:15 a.m. services.

A discussion of service times ensued, as follows:

- The pre-pandemic 8 a.m. service was a pared-down version of the 10:15 a.m. traditional service. The Saturday Celtic service has a separate style, and the ReGeneration service is intended to appeal to those who are unchurched.
- Reinstating the pre-pandemic traditional services at 8 a.m. and 10:15 a.m. would contribute to a sense of returning to normalcy; however, doing so would exclude the significant number of people who have been drawn to the 9 a.m. ReGeneration service.
- The existing service times are based on pandemic needs (no congregation, no full choir, no acolytes, etc.) and may not work as well when the campus is fully reopened.
- Currently, the principal service is the choral service, with ReGeneration as the second primary service and the Celtic service on Saturday nights; however, other models (e.g., eliminate the Saturday service and add a third service on Sunday) could be considered.
- Service times will be reevaluated over the summer, and it is hoped that a new schedule can be established by the fall that takes account of staff and resourcing limitations. The schedule will need to be maintained for the next two to three years, as frequent changes would be exhausting for everyone.
- There is no easy answer to what the best schedule would be, as there are many voices, often with conflicting wishes, contributing to the conversation.
- Service times are set at the sole discretion of the rector. The vestry is welcome to provide feedback but does not have a vote.

The vestry then discussed the planned second round of phone calls and the time and talent survey.

- Fr. Mark indicated that Hannah Wilder and Demetreus Gregg have prepared the survey, which will be sent out along with a pastoral letter on transformation. St. Bart's hopes to encourage high participation in the survey, which will require more than just sending emails.
- It would be helpful to the vestry to see the letter and survey in advance of it going out to the parish.
- Fr. Mark clarified that the staff will be responsible for collecting the surveys and compiling the results. The vestry will be responsible for making phone calls to encourage people to take the survey. The calls can also be used to gather input regarding service times.
- The vestry agreed that it would be helpful to get together as a group to make calls from the administration building. Fr. Mark asked that Nancy Peterson and Will Smith be responsible for arranging a time. Nancy indicated that she would contact Beth Dean to find out when the administration building is available, then send out a poll to determine the best day/time for the vestry.

## 4. Mission/Business Discussion

### 4.1 Paycheck Protection Program (PPP) Loan and Employee Retention Credit

**Susan McCormick-Davis**

Susan reported that the SBA has been conducting deeper compliance checks for the second PPP loan than were done for the first loan. The SBA had kicked the application back due to an issue with St. Bart's legal name, but it is now back with the SBA for a second review. The finance team is on top of the situation, and it is hoped that St. Bart's will hear good news very soon.

Erin Sacco-Pineda has also retroactively applied for the Employee Retention Credit for the second quarter of 2020.

### 4.2 Cal OES Security Grant

**Costa Dillon**

Costa reported that the \$100,000 Cal OES security grant that St. Bart's applied for finally came through, thanks to Jim Macemon's efforts.

Susan added that the next step is to establish a plan for how to spend the money appropriately. As this is a complex undertaking, Jim has asked for volunteers to help develop plans and procedures for campus security and disaster planning.

Mark Davis indicated that part of the grant money is earmarked for increased security features on campus, including better lighting in the lower parking area and upper parking circle, and there are contractors in place who can complete that work fairly quickly.

Polly Getz-Enos advised that St. Bart's should ensure the funds are used promptly. Chabad synagogue in Poway, which received a security grant previously, is now being scrutinized for whether the funds were used timely/appropriately, and St. Bart's does not want to find itself in that situation.

### 4.3 Staff Development Plans

**Costa Dillon**

Costa announced that he spoke to consultant Allan Dorsey earlier today; Allan has been provided with preliminary information but has not yet put together a proposal for staff development work to take place while Fr. Mark is on sabbatical. Allan will be submitting a concrete proposal in the next week. The goal of the development work is to help the staff become a more effective team.

## 5. Action Items

### 5.1 **MOTION: To approve sabbatical time and pay for the Rev. Mark McKone-Sweet.**

Jerry Blanton moved to approve Fr. Mark's sabbatical time and pay. The motion was seconded and passed with one abstention.

### 5.2 **MOTION: To approve August sabbatical time and pay for the Rev. Canon Allisyn Thomas.**

Fr. Mark explained that clergy of the Episcopal Diocese of San Diego qualify for paid sabbatical of up to 12 weeks after their 3-year anniversary. Canon Allisyn would qualify for a full sabbatical next year; however, as pastoring during the pandemic has been exhausting and she is in need of renewal, he encouraged the vestry to approve up to 4 weeks of sabbatical time in June or August.

Will Smith moved to approve sabbatical time and pay for Canon Allisyn. The motion was seconded and passed unanimously.

### 5.3 **MOTION: To approve the new letter of agreement (LOA) for the bookkeeper, Lisa Saldamando.**

Fr. Mark explained that Lisa Saldamando has been the bookkeeper for St. Bart's for over four years but had recently submitted her resignation. Amy Adome and Terry McCune spoke with Lisa to understand her reasons for leaving. To enable St. Bart's to retain Lisa as bookkeeper, Amy and Terry established more efficient systems to address Lisa's concerns regarding work-life balance. In addition, Terry determined that Lisa's salary was slightly under market. The new LOA therefore incorporates the following changes:

- Hours reduced to 20 per week
- Days on site cut back to one per week
- Pay rate increased to \$26 per hour

These changes will allow St. Bart's to meet Lisa's work-life balance needs, improve efficiency, and retain institutional knowledge. Moreover, due to the reduction in hours, the total expense will be lowered.

Mark Davis moved to approve the new LOA for Lisa Saldamando. The motion was seconded and passed unanimously.

### 5.4 **MOTION: To approve the new letter of agreement (LOA) for the preschool director, Sheila Martin.**

Fr. Mark stated that Sheila Martin has been involved with St. Bart's Preschool for many years and has been invaluable both before and during the pandemic. When the preschool staff was cut back last year, she was named the interim preschool director. The intention was to change her status after her review in March 2020; however, because of the pandemic, the review was deferred. The new LOA reflects the following changes:

- Job title changed from Interim Preschool Director to Preschool Director
- Pay increased by 15% (to bring Sheila's salary, which was lower than the previous director's, up to market rate)

The job title change is not the result of a review but rather at the recommendation of Fr. Mark and Terry McCune, and reflects the church leadership's faith in Sheila to lead the preschool for years to come. Sheila does not require healthcare, so the overall cost to St. Bart's will be less than with the previous preschool director.

Will Smith moved to approve the new LOA for Sheila Martin. The motion was seconded and passed unanimously.

**5.5 MOTION: To approve the use of Fund 8, Rector's Funds, for sabbatical support.**

Amy Adome explained that the Sabbatical Reserve Fund, which is part of Fund 8, Rector's Funds, is money set aside for coverage when clergy go on sabbatical. She was unsure whether the vestry has the authority to use portions of this money for clergy (e.g., Canon Allisyn) when they take sabbatical. This was not an issue with Fr. Mark's last sabbatical since he had a scholarship.

Nancy Peterson stated that her understanding is that in a regular parish, the Sabbatical Reserve Fund could be used for a priest to take a sabbatical. Costa Dillon clarified that these funds would be for costs related to the actual purpose of a sabbatical, not for salary. Polly Getz-Enos stated that, as these are all sabbatical-related expenses, this should not be a problem.

Amy advised that the financials show several line items under Fund 8, Rector's Fund, for other funds that the rector can use at his discretion (e.g., Pastoral Needs Fund, Clergy Special Expense Fund). To cover the sabbatical expenses, some of the money will be shifted from these other funds to the Sabbatical Reserve Fund, as the vestry has authority over only the Sabbatical Reserve Fund. Fr. Mark added that when donations are made to Fund 8, Rector's Funds, by default the money is added to the Pastoral Needs Fund, which can be used for any purpose at the rector's discretion. In the past, funds have been reallocated from the Pastoral Needs Fund to other funds within Fund 8.

Jerry Blanton moved to approve the use of Fund 8 for sabbatical support. The motion was seconded and passed with one abstention.

**5.6 MOTION: RESOLVED, that the vestry of St. Bartholomew's Parish authorizes the expenditure of no more than \$8,000 for the purpose of staff and rector development.**

Costa explained that there are sabbatical-related expenses of \$6,000 that cannot be covered by Fund 8, Rector's Funds. The bishop has agreed to pay half that amount, so the cost to St. Bart's will be \$3,000. Funds are also required for staff development expenses in an amount not yet known. To eliminate the need for multiple special vestry meetings to approve any agreements entered into by St. Bart's, the vestry is being asked to authorize spending up to an additional \$5,000 for staff development.

The vestry discussed whether \$8,000 is sufficient. Costa indicated that the \$3,000 sabbatical expense is firm; if staff development costs go over \$5,000, he would request another discussion with the vestry.

Lauren Sleeper moved to approve the expenditure of no more than \$8,000 for staff and rector development. The motion was seconded and passed with one abstention.

**5.7 MOTION: To authorize up to \$200,000 in Fund 5, Building, for phase 2 expenses.**

Mark Davis indicated that final payments to contractors (for SDG&E fees, permit fees, work to be done ahead of time, such as removal of trees, etc.) will be coming due. The vestry is being asked to authorize this spending now.

Costa reported that demolition of the old parish hall is scheduled to start on June 14, with a target completion date of September 3. The vestry discussed the following plans to mark this event:

- A final Eucharist will be held in the old parish hall before demolition begins. It may be the June 13, 4 p.m., service, or it may be a special service.
- A video showing the demolition and changes could be made.
- The laminated beams, which are a significant part of the architectural design, will be cut into pieces and available for parishioners to have as small mementos of the parish hall. These pieces could either be given out or sold as a fundraiser.
- At Fr. Mark's request, Rachel Blankenship agreed to discuss a design for the beam pieces with Mark Davis and Canon Allisyn.
- Jill Henderson suggested holding an event (possibly for the youth) in the parish hall inviting people to spray paint the walls, etc., as a precursor to the demolition. Canon Allisyn indicated that this is a possibility but would depend on whether public health guidelines allow gathering at that time.

The motion was made, seconded, and passed unanimously.

## **6. New Business**

### **6.1 Memorial for Pandemic Loss**

**Costa Dillon**

Costa reported that Sally Verkleeren has proposed placing an obelisk in the garden to memorialize those whose lives were lost in the pandemic. It would be about the height of the peace pole but would have more artistic elements. She has a connection to have one made. The vestry expressed interest in exploring the idea and offered the following feedback:

- The obelisk could be placed in the columbarium or along the pathway to the columbarium, possibly next to a resting spot with seating. Mark Davis indicated that if Sally can provide more information, this could be incorporated into the columbarium access redesign.
- Discussions regarding a similar memorial have been taking place within the wider church.
- The installation of the obelisk could be timed to coincide with the anniversary of the start of the pandemic (the exact date, however, is uncertain, as COVID-19 cases were identified at different times in different locations). Alternatively, it might be best to wait until the pandemic is over (war monuments are generally put up after the war).

Costa indicated that he would invite Sally to present a proposal.

## 7. Announcements

### 7.1 Film Discussion on Racial Justice

**Canon Allisyn**

Canon Allisyn reminded the vestry that a youth/adult discussion of the documentary *True Justice: Bryan Stevenson's Fight for Equality* will be held via Zoom tomorrow night, April 21, and invited vestry members to attend.

### 7.2 Children's Ministry Update

**Fr. Mark**

Fr. Mark reported that he and Canon Allisyn will be meeting tomorrow with one of the parents about being the interim children's minister. It is hoped that an announcement can be made by the end of the week.

There is also growing interest in switching to a virtual/in-person hybrid model in the next few months; this will depend on volunteers' comfort level with working with the children in person.

### 7.3 Staff Organization Committees Survey

**Costa Dillon**

Costa indicated that next Tuesday is the deadline to respond to the survey regarding interest in serving on staff organization committees. Any vestry members who have not yet responded should email Costa with their first, second, and third choices.

### 7.4 Upcoming Events

**Fr. Mark**

#### (a) **St. Bart's Weekend: August 28–29**

The hope is to recommission ministry teams over St. Bart's Weekend.

#### (b) **"All You Need Is Love" Gala / Outreach Fundraiser: October**

The plan is to make this an annual event. Demetreus Gregg, Nancy Rollins, Anne Hand, and Larry Burgess are co-chairs. More details will be forthcoming in a few months.

#### (c) **Stewardship Season: September**

October has historically been stewardship season, so this is a change from previous years.

#### (d) **Diocesan Convention (St. Bart's Host): November 12–13**

St. Bart's will be hosting the diocesan convention; this will impact the vestry only if volunteers are requested.

#### (e) **Bishop Curry: December 2–4**

A revival weekend will be held at the Town and Country Resort.

## 8. Closing Prayer

Nancy Peterson closed the meeting with a prayer.

## 9. Adjournment

The meeting adjourned at 8:09 p.m.



## 10. Future Meetings/Events/Key Dates

May 18	Vestry meeting
Spring	Camp Stevens (group development/"fun")
June 15	Vestry meeting
July	NO MEETING
August 17	Vestry meeting
August 28–29	St. Bart's Weekend
September 21	Vestry meeting
October 19	Vestry meeting
October (date TBA)	"All You Need Is Love" gala (Outreach fundraiser)
November 12–13	Diocesan convention (St. Bart's hosting)
November 16	Vestry meeting
December 2–4	Bishop Curry revival visit

Respectfully submitted,

Akiko Tamano  
Vestry Clerk