

**St. Bartholomew's Episcopal Church**  
**Vestry Meeting**  
**Via Zoom Videoconference**  
**Tuesday, November 16, 2021, 6:00 p.m.**

**Present**

Rev. Dr. Bill Doggett, *Interim Rector*  
Rev. Canon Allisyn Thomas, *Associate Rector*  
Costa Dillon, *Senior Warden*  
Susan McCormick-Davis, *Junior Warden*  
Polly Getz-Enos, *Chancellor*  
J.D. Cowart, *Vice Chancellor*  
Amy Adome, *Treasurer*  
Akiko Tamano, *Clerk*  
  
Bill Angus  
Jerry Blanton  
Shinobu Horne  
Nancy Peterson  
Will Smith

**Excused/Absent**

Terry McCune, *Assistant Treasurer*  
Larry Burgess  
Mark Davis  
Margie Polishuk

**1. Gather Together**

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

**2. Consent Agenda**

**Susan McCormick-Davis**

The consent agenda included the following items:

- (a) Approve the November Treasurer's Report.
- (b) Approve the October financial reports.
- (c) Approve the October 19, 2021, vestry meeting minutes.

A motion was made to approve the consent agenda as presented. The motion was seconded and passed unanimously.

**3. Financial Items**

**3.1 Lower Parking Lot Asphalt Sealing**

The following resolution was made and seconded:

RESOLVED, that pursuant to the recommendation of the finance committee, this Vestry is authorizes and directs to have the asphalt in the lower parking lot sealed, at a cost not to exceed \$13,110;

and

RESOLVED FURTHER, that the expense is to be charged to the Major Repairs and Replacement account.

Vestry discussion of the motion ensued. The main points are summarized below.

- Will Smith advised that three quotes were obtained for the same scope of work, which encompasses the lower parking lot but not the driveway. While all quotes were competitive, TSA had the best pricing. Since TSA is already on site as the phase 2 general contractor, working with TSA has the added advantage that any conflicts in scheduling can be resolved by the contractor without St. Bart's involvement, and the work can be handled as a change order on the current construction job.
- It was pointed out that there are numerous cracks in the asphalt; in addition, the roots of at least one large pine tree, and possibly a few others, are starting to lift up the asphalt along the driveway. The vestry discussed whether these issues should be resolved before proceeding with the sealing; it was noted that they will not be addressed at this time for the following reasons:
  - The community center will be built in a couple of years, at which point the parking lot will be redone again.
  - Per the City of Poway, St. Bart's cannot remove any more trees unless they are replaced with trees of the same size, which would be very expensive.
- The vestry discussed whether the congregation should be informed in the e-news about this work and the source of the funds used to pay for it. St. Bart's has been transparent about its use of funds, and the vestry meeting minutes will indicate that the funds were pulled out of the correct fund. However, it was agreed that reiterating this information would be helpful in dispelling any unfounded rumors.

The vestry voted unanimously to approve this motion (see section 6.1).

### 3.2 Columbarium Repainting

The following motion was made and seconded:

RESOLVED, that pursuant to the recommendation of the finance committee, this Vestry is authorizes and directs to have the columbarium repainted by TSA at a cost of \$3,793;

and

RESOLVED FURTHER, that this expense is to be charged to the Columbarium Perpetual Care Fund.

Vestry discussion of the motion followed. Bill Angus reported that there is positive cash flow in the Columbarium Perpetual Care Fund, which had an income of over \$14,000 this year, so there are sufficient funds to pay for the painting. Since TSA, the phase 2 general contractor, is already doing a lot of other painting, it has quoted a good price for the work.

It was suggested that TSA could be hired to paint the cross, too; however, Susan McCormick-Davis indicated that Mike Jewett has this item on his to-do list and is planning to form a group of volunteers to paint the cross.

The vestry voted unanimously to approve this motion (see section 6.2).

## 4. Rector Items

Fr. Bill Doggett

### 4.1 Listening Session Recap

Fr. Bill announced that about 12 people had signed up for listening sessions. Additional listening sessions will be available over the next two weeks. Clergy and vestry who held listening sessions reported the following takeaways:

- In the two listening sessions Fr. Bill held, parishioners expressed specific concerns about programs they missed and things they were confused about or thought he should know. Among those items were errors on the website; the staff will be scheduling time to go through the website page by page.
- Canon Allisyn indicated that she has had eight listening sessions and has another couple scheduled for tomorrow. Parishioners have asked questions about what is next for St. Bart's and expressed concerns about ministries continuing. One family may not continue at St. Bart's; however, even in that case, there was appreciation for the opportunity to come in and talk.
- Susan McCormick-Davis noted that she and Costa Dillon have had a couple of listening sessions, and she was pleasantly surprised at and grateful for the thoughtfulness, kindness, and appreciation for how hard the vestry has worked.

The vestry discussed reported dissatisfaction about changes to the sanctuary and how it is being used. Canon Allisyn reported that she had tried to convey that in the end, church is about the people and the relationships. Fr. Bill added that over the last centuries, mainstream churches have taught a certain idea about sacred space that is no longer very useful, but they have not effectively taught a new idea in place of the old one; it is a complicated problem.

Fr. Bill also noted that even those who did not wish to participate in a listening session have expressed that they are glad St. Bart's is offering the sessions. He has noticed a general change in the spirit of St. Bart's, with people more relaxed and excited.

### 4.2 Options for New Clergy Upon Canon Allisyn's Retirement

Fr. Bill indicated that he has talked to the wardens, the finance committee, and the personnel committee about options for new clergy upon Canon Allisyn's retirement. He believes St. Bart's is a parish that requires two full-time clergy, and any fewer than that will affect pastoral care and programming. His sense is that that the parish does not want St. Bart's to diminish its offerings, as there have been many questions about when the church will be able to restore various services, programs, etc. If the vestry decides that a second clergyperson is not financially feasible, St. Bart's will do the best it can with one. However, Canon Allisyn's salary is at the top of the salary scale, and if a curate is hired at the bottom of the scale, that will result in significant savings.

Fr. Bill noted that it is customary in the parish for associates to be hired by the rector without undergoing a formal search process; moreover, it would be difficult for the parish to be undergoing two searches simultaneously. Therefore, he will ask Bishop Susan Brown Snook for names of potential curates that St. Bart's might hire, interview them, and make a recommendation.

The vestry discussed the options; the main points are summarized below.

- Bill Angus and Amy Adome indicated that a draft of the 2022 budget has already been prepared with an adjustment for Canon Allisyn's departure and including the average salary for a curate. The savings would be approximately \$36,000 when benefits are factored in. The budget will be presented at the December meeting; however, closed financials might not yet be available for December.
- Bill Angus noted that, at the moment, St. Bart's has the financial resources needed to do whatever is necessary; however, given the expected stewardship, the run rate is unsustainable going forward. Final numbers will be available by January, at which time the vestry will need to make a final decision. This will affect the strategic plan and has other implications, as well.
- Other financial considerations include the following:
  - Not having a parish administrator currently saves the church additional money.
  - With the PPP loan forgiveness and the employee retention tax credit, the 2021 deficit will be close to zero.
- Canon Allisyn recommended that St. Bart's should consider how much the Rev. Cathey Dowdle will be involved and how much she will be compensated. The same holds for Deacon Bill Zettinger.
  - Fr. Bill indicated that Rev. Cathey is willing to increase her paid involvement at need upon Canon Allisyn's departure; however, this will not completely fill the gap.
  - Polly Getz-Enos advised that St. Bart's should be careful and intentional about what portion of Rev. Cathey's activities are volunteer vs. paid, as the church does not want to abuse its relationship with her. Fr. Bill responded that his understanding was that this topic had been addressed before he arrived but acknowledged that it should be confirmed again.
- Costa requested clarification on the process: can the rector make the decision independent of input, with the role of the vestry being to affirm a willingness to spend the money? Fr. Bill confirmed that this is correct but stated that he would not make an offer until the salary has been budgeted.

The vestry discussed whether St. Bart's will have an in-gathering Sunday, when parishioners bring their pledges to the front of the church, as it has in past years. Fr. Bill stated that he would discuss it with Demetreus Gregg, since announcements about it should be made soon.

There was also some discussion about forming a committee to organize a celebration for Canon Allisyn on the first Sunday of January 2022, which will be her last day at St. Bart's. Susan McCormick-Davis and Nancy Peterson agreed to discuss this offline.

## 5. Discussion Items

### 5.1 January Annual Meeting Planning

**Costa Dillon**

Costa Dillon requested feedback on planning for the annual meeting in January. The following summarizes the key points:

- In the past, planning was handled as follows:
  - The rector appointed a meeting chairperson. Fr. Bill suggested that the likeliest person to be an effective chair would be a vestry member. Canon Allisyn advised that Nancy Walters, who is an event planner, was the chair in the past.
  - All those involved in various aspects of the meeting were part of a committee that worked with the rector and chair to plan.
  - The rector was responsible for the liturgy.
- The annual meeting is woven into the Sunday service, as opposed to being held separately after one of the services or on a weekday evening. There is usually one service at 10 a.m., followed by a meal. Nancy Peterson noted that, from the altar guild's viewpoint, the meeting starts after the service ends, although a unifying theme may carry throughout both the service and meeting.
- There must be a quorum present to elect the vestry and diocesan convention delegates. If there are recommended changes to the bylaws, those will also need to be voted on. There is no vote required on the budget.
- The annual meeting usually includes the following elements:
  - Rector's report—the major message of the meeting (although there is usually also a separate sermon during the service)
  - Slide show presentation depicting happenings in the parish over the past year
  - Abbreviated financial presentation (with detailed statements available at the back of the sanctuary)
  - Document containing reports from all the ministries available online (not printed, as is typical in many parishes; Fr. Bill suggested printing a few booklets for those who cannot access the information online)
- Information on the rector search will be included in the 2022 annual meeting.
- The following logistical issues need to be worked out:
  - Someone needs to be responsible for gathering all the material for the ministry reports (this used to be handled by Beth Dean).
  - Fr. Bill noted that bylaw adjustments may be needed to make it easier to have online and hybrid meetings. Polly Getz-Enos advised that the diocese has adopted a template for bylaws to facilitate the necessary approvals. In the event of extraordinary circumstances (which can be declared and ended by the bishop), resolutions are adopted. During the pandemic, congregations were invited to add to their current bylaws or add an addendum to their bylaws to enable online or hybrid meetings. Whether this ability is warranted when there are no extraordinary circumstances would be a subject for further discussion.

Canon Allisyn recommended that Fr. Bill familiarize himself with the meeting format by reviewing bulletins for the annual meetings from the last two to three years, which he can get from John-Luke Addison.

## 5.2 **Preschool Committee**

**Fr. Bill Doggett**

Fr. Bill stated that he believes St. Bart's should have a preschool committee for a number of reasons. An advisory group can

- give more attention to the preschool than the vestry has time and energy for;
- offer an opportunity for parents to be involved, resulting in more engagement between the parents and church; and
- offer guidance to the preschool director, which would be a great gift to both her and the preschool.

The vestry discussed whether such a committee should be formed. The main points are summarized below.

- It is critical that the group be called a committee or advisory committee and not a board, and that the structure of the committee be very carefully considered. It needs to be clear that the committee does not have decision-making power (i.e., authority to run the preschool, approve the budget, etc.).
- Fr. Bill advised that at other churches with preschools that he has worked at, avoiding extremes—overreach by the committee, on the one hand, and lack of parent involvement, on the other—was sometimes tricky. However, it is still generally helpful to have a group to rely on. When working well, the group functions more like a PTA than a board.
- The issue was raised of whether the committee should have the ability to approve the curriculum. Fr. Bill pointed out that the curriculum should be set by the preschool director, rather than the committee. Parents have the opportunity to determine whether they approve of the curriculum before deciding to enroll their child.
- Costa proposed that a good starting point would be to have a few people write a committee charter and present it to the vestry for approval. The charter would define what the committee does, who is on it, how members are appointed and removed, the length of a member's term, etc.
  - Fr. Bill volunteered to gather this kind of information from other Episcopal Church preschools that he has worked at previously and ask for feedback on how well those documents have worked for those preschools.
  - It was suggested that Terry McCune might be interested in being involved in this process. Fr. Bill indicated that he would speak to Terry; he will also speak to the preschool director, Anne Lewis, to see if she can solicit some parents.

## 5.3 **Ministry Liaison Updates**

### (a) **Ushers/Greeters/Bartmobile**

**Jerry Blanton**

Jerry Blanton reported that he talked to Demetreus Gregg about the ushers, greeters, and Bartmobile ministries. The current status of these ministries is as follows:

- 5 p.m. Saturday service: In good shape; one person serves as both usher and greeter, and there are one or two Bartmobile drivers.
- 9 a.m. Sunday service: Also in good shape, although about six more greeters are needed as the holiday season approaches.
- 11:15 a.m. Sunday service: Jerry has been serving as usher/greeter at this service; currently there is no one who can be scheduled when he is not present. He noted that attendance at this service has been quite low.

The vestry discussed the following issues related to these ministries:

- There was a discussion about the Bartmobile. Jerry said that he would check with Demetreus regarding whether he is having trouble scheduling volunteers to drive the Bartmobile.
- Prior to the pandemic, ushers and greeters were set up in self-directed work teams. This sometimes resulted in gaps and a lack of accountability. To avoid this problem, someone should be responsible for scheduling, as well as for Bartmobile training (e.g., Bartmobile drivers have been driving the wrong way in the parking lot, which is a safety concern).
- The Bartmobile cannot be driven after dark (e.g., after the Saturday evening service) since it has no lights. However, it is hoped that this will be less of a problem once the new parking lot is completed.
- Not having ushers pass collection plates during services is hurting the church financially. Fr. Bill indicated that he will ask the bishop about whether that practice can be resumed.
- Fr. Bill noted that the TryTank project for Christmas involves special training for greeters and ushers. Demetreus is organizing specific recruitment and training to begin right after Thanksgiving. However, a long-term plan will also need to be developed.

**(b) Invite Welcome Connect (IWC)**

**Shinobu Horne**

Shinobu Horne reported that she spoke to Demetreus about IWC last month, when he indicated that there would be a November launch meeting; she has not received an update since then. The vestry expressed concern about relaunching IWC, as it is critical to the church's mission.

The vestry discussed ways to make sure that staff are not overburdened in the absence of a Parish Administrator.

There was some talk of whether the seminarian who will be starting soon, Pete Martin, might be interested in taking over the ministry component of IWC. Pete is a postulant for the diaconate, sponsored by St. Andrew's Encinitas, and will be spending 5–6 hours per week at St. Bart's. However, Fr. Bill cautioned that St. Bart's commitment to the seminarian should be to help him in what he needs to become an effective minister; part of that is identifying what he would like to work on.

(c) **Peace and Social Justice Ministry**

**Susan McCormick-Davis**

Susan reported that the *Braiding Sweetgrass* book study, which was a joint effort with St. Paul's Cathedral, had great participation and was completed successfully.

There are also plans in the spring to do an educational presentation on violence restraining orders.

5.4 **2022 Vestry and Officer Slates**

**Fr. Bill Doggett**

Costa noted that there will be six vacant vestry seats in 2022. Terms for Jerry Blanton, Larry Burgess, Nancy Peterson, and Will Smith will expire at the end of the year, and there are two vacant seats due to the resignations of Rachel Blankenship and Lauren Sleeper. So far, only one adult and one youth have expressed interest.

The vestry discussed recruitment strategies. Because some parishioners are not yet attending church in person, some way to reach them at home may be needed. Fr. Bill suggested the following:

- Have a vestry member speak at every service during the announcements.
  - Jerry Blanton agreed to speak at this Saturday's service.
  - Bill Angus agreed to speak at this Sunday's 9 a.m. service.
  - Susan McCormick-Davis agreed to speak at this Sunday's 11:15 a.m. service.
  - Fr. Bill will send an email asking for vestry volunteers to speak at other services through the rest of the year.
- Publish in a prominent way that there will be open nominations.
  - Costa agreed to draft a write-up before this weekend's services so that vestry members can use it as a basis for the in-service announcements.
- Create a nominating committee to receive nominations and consider whether other parishioners can be persuaded to serve on the vestry.

The following points were also considered:

- An informational meeting, with all vestry members present, could be scheduled for those interested; it could be a hybrid meeting with a recorded video. Even people who are not interested in running may want to attend the meeting to inform themselves about the role of the vestry.
- Since vestry members can serve two consecutive terms, Jerry Blanton and Will Smith were asked to consider whether they would be willing to serve another term.
- There is no prohibition against a vestry member simultaneously serving as treasurer or clerk. In fact, in smaller parishes, vestry members often serve dual roles.
- Fr. Bill suggested that the agenda for the next vestry meeting include clarification of the parameters for participation on search committees (e.g., a vestry member cannot serve on a particular committee).
- Delegates to the diocesan convention also need to be identified.



**6. Action Items**

**6.1 MOTION: RESOLVED, that pursuant to the recommendation of the finance committee, this Vestry is authorizes and directs to have the asphalt in the lower parking lot sealed, at a cost not to exceed \$13,110;**

**and**

**RESOLVED FURTHER, that the expense is to be charged to the Major Repairs and Replacement account.**

The motion was made, seconded, and passed unanimously. (See section 3.1 for discussion.)

**6.2 MOTION: RESOLVED, that pursuant to the recommendation of the finance committee, this Vestry is authorizes and directs to have the columbarium repainted by TSA at a cost of \$3,793;**

**and**

**RESOLVED FURTHER, that this expense is to be charged to the Columbarium Perpetual Care Fund.**

The motion was made, seconded, and passed unanimously. (See section 3.2 for discussion.)

Approved via email/Boardable vote:

**6.3 MOTION: To approve an increase in the salary of the Facility Manager to \$25 per hour, effective with the pay period beginning October 25, 2021, with an additional increase to a rate of \$27 per hour starting January 2022.**

The motion was unanimously approved via email/Boardable vote on October 24, 2021.

**7. Announcements**

**7.1 Upcoming Events**

**Canon Allisyn**

- (a) Stewardship Season: September
- (b) St. Bart’s Annual Meeting: January 30, 2022
- (c) Bishop Susan Brown Snook Visitation: April 3, 2022
- (d) “All You Need Is Love” Gala / Outreach Fundraiser: POSTPONED TO 2022
- (e) Bishop Curry Visit: POSTPONED TO 2022

**8. Closing Prayer**

Nancy Peterson closed with a prayer.

## 9. **Adjournment**

The meeting adjourned at 8:00 p.m.

## 10. **Future Meetings/Events/Key Dates**

December 14	Vestry meeting ( <b>Note: 2nd Tuesday</b> )
January 30, 2022	St. Bart's annual meeting
April 3, 2022	Bishop Susan Brown Snook Visitation

Respectfully submitted,

Akiko Tamano  
Vestry Clerk