

St. Bartholomew's Episcopal Church
Vestry Meeting Via Zoom Videoconference
Tuesday, May 17, 2022 6:00 pm

PRESENT

Rev. Dr. Bill Doggett, *Interim Rector*
Rev. Dr. Nancy Burnett, *Assistant Rector*
Susan McCormick-Davis, *Junior Warden*
Amy Adome, *Treasurer*
Polly Getz-Enos, *Chancellor*
Anne Snyder, *Clerk*
Bill Angus
Dan Crane
Parth Domke
Mike Fuqua
Brooke Grandinetti
Margie Polishuk
Cheryl Roop
Will Smith
Donna Watson
Demetreus Gregg, *Congregational Development Director*

EXCUSED/ABSENT

Costa Dillon, *Senior Warden*
Terry McCune, *Asst. Treasurer*
JD Cowart, *Vice Chancellor*
Shinobu Horne
Oliver Jones *Youth Rep.*

Gather Together:

Vestry checked in. Donna offered a prayer by Peter Marshall, Past Chaplain of the Congress.

Consent Agenda:

The consent agenda included the following items:

Approve April Financial Reports
Approve Hiring Documents for Rev. Dr. Nancy Burnett and Rev. Brian Peterson
Resolve the Housing Allowance for Rev. Dr. Nancy Burnett of \$28,000 for 2022

It was moved, seconded, and voted to approve the Consent Agenda as presented.

Vestry Meeting Minutes of April 19, 2022:

A discrepancy was pointed out in the minutes that required the document to be removed from the Consent Agenda.

Page 4, **Discussion:** Preschool Update. Paragraph 2, line one:

Replace the sentence: *So far, 36 kiddos are enrolled.*

With correct sentence: *She is hoping for 3 class levels of 36 students for the upcoming school year.*

See Motion under **Action Items**

Financial Items:

- April Treasurer's Report Amy Adome
 - April pledge receipts are less than \$1,000 under the monthly budget. YTD pledge receipts are \$227,456, (\$3,877) under the YTD budget.
 - Expenses have been wonderfully managed by personnel at the church. Expenses for the month are \$9,477 under budget.
 - April operating surplus is \$6,000 ahead of budget. St. Bart's is anticipating a \$75,000 deficit so this is good news.
 - Preschool income from pre-registration is \$1,450 The reserves are \$58,744. Reminder that teachers are being paid for April and May using reserves and that will level out once tuition for summer enrichment classes and the new school year starts.
 - Gala revenue was \$53,315.
 - Scholarship Fund 3, has a balance of \$12,277 with \$2,000 to be issued for this year's scholars.
 - Building Fund 5 - Auditor will reconcile receivables with the Comptroller. Researching whether families who have put their contribution on hold will resume giving to the fund.

See Motion under **Action Items**

Rector's Report:

- Clergy Hiring Update

Fr. Bill is very pleased that new clergy hires, Nancy Burnett and Brian Peterson came on board two weeks ago. They have begun their work focusing on already established duties with room to add to their portfolios in the future. Nancy will work with the Hospitality Ministry. She will be the Preschool Chaplain and she will take on the clergy role of developing our Senior Ministries. Brian has taken on Adult Christian Formation as he will figure out the depth of this ministry and support those who are part of it, and look at ways to enhance it. Also, Brian will begin a church planting exercise with the Regeneration Service. He will find out who might attend, how we can communicate with them and invite them to the service while researching whether to reschedule the time of the service to create more vibrancy in this worship service.

- Review Summer Service Times and Forums:

Parking Lot Blessing and Tailgate Party this weekend, Saturday May 21st. Lots of fun activities plus fellowship. Parishioners are asked to bring a salad/side dish or dessert to share and the church will provide grilled meats, vegetarian options and drinks. Vestry is asked to attend to show leadership presence.

Memorial Day Service is May 30th with guest preacher, Rev. Robert Blessing, retired Army Chaplain, along with Rev. Brian Peterson, a Marine Corps veteran who will be presiding, the Boy Scouts will present the honors and the Brass Ensemble will perform.

Fr. Bill reminded the vestry that the second weekend of June (12th), we will go to one Sunday service time at 9:00 am until the Feast of St. Bartholomew in August when we will go back to regular service times. We will not change the Regeneration service time until Rev. Brian's research is complete. We will continue to stream services online as those opportunities reach the homebound, the traveling and the new members who find us online first.

Fr. Bill noted the Regeneration service has 20-40 views and the 9:00 am service has 60-90 views per weekend. At this time, he has not received guidance from the diocese on whether to incorporate those numbers attending online into our Parish Register and Parochial Report.

Susan shared that she goes on Facebook on Sundays and shares the service so that it is available to her friends, a way to invite them in.

- New Member Coffee:

Fr. Bill stated that the coffee used to take place on a regular basis and we will definitely be doing it again. It will be initiated in September, after some discernment, with Rev. Nancy's help. New members from the past few months and well established parishioners will be included.

- Gala Update: Demetreus Gregg

"All You Need is Love" Gala/Fundraiser took place at the Country Club of Rancho Bernardo on Saturday, April 23, 2022.

Fr. Bill stated that the vestry would like to extend its deepest appreciation to Demetreus Gregg and the Gala Committee for all of their hard work which created this outstanding success. A Curtesy Motion was approved thanking Demetreus and the Gala Committee.

Demetreus reported that at first the gala was an experiment that turned out to be extremely successful. Since the Thrift Shop has closed, a new income stream was needed to support our Outreach efforts at St. Bart's. The wonderful fellowship that was had by one and all is very important to the St. Bart's family. Also the fact that \$53,315 was raised speaks to the generosity of the St. Bart's community. These funds will replenish the General Outreach Fund 3 to be distributed in accordance with the Outreach Committee of the vestry. There were 16 tables filled for the evening and only 3 tables were not from the church membership.

Demetreus noted how important it is that we put the donated dollars to work and thereby re-energizing our members to come back and join us. We have built momentum for more activities planned for the summer and fall. A golf tournament is on the calendar for the summer.

Discussion ensued regarding recognition for the work done on the gala by Demetreus. It was noted that he was responsible for securing a one-time donation in the amount of \$180,000 and 8 new pledging units to the General Fund for 2022 Budget.

A motion was approved to provide a cash bonus and additional PTO for Demetreus.

See Motions under **Action Items**

Discussion:

- Call Committee Update Brooke Grandinetti

Brooke shared that the CAT Survey was launched on May 2 and as of May 13th, 176 parishioners had participated. This number is updated every week. Not know is what number truly depicts 100% of the parish. The committee is working with Demetreus to determine how many members are still out there and hopefully find the total number of members. Current pledge units are 191 with an additional 30 units that give regularly without making a pledge but that doesn't take into account the number of 16 years and over members in a household. Donna remembered from her CAT Survey training that only 33% was necessary to provide a true picture of a parish.

Listening sessions will be held June 4/5 and 11/12. The sessions will increase the opportunity to ask more specific open-ended questions and provide discussion for additional information. There will be listening sessions for individual ministries and also online listening session for those you do not attend weekend services.

Next steps, once survey results are developed, the Portfolio and Profile will be created. Discussion took place whether the next capital campaign would be included in the Profile. Bill A. noted that it is important to know if the parish is still interested in the initiative to build the Parish Community Center but the current Building Fund would not cover the scope of the original dream for the new Parish Center. So it is good to know how the current St. Bart's community feels about the original scope. If we are still on tract, another capital campaign will be needed and the new rector will need to know. Fr. Bill stated that it was only fair to include and not surprise a potential rector once they are hired.

Bill A stated that the ARCH committee has met to discuss alternatives to present to the vestry with the funding that we do have in the Building Fund. About 1.8 million will be in the bank earning interest at the end of 2022. Pledging funds will be added through 2027. Fr. Bill suggested the listening sessions as an excellent way to gauge the parish's enthusiasm for continuing the building project in some way without being more

specific than that and that information would be useful in the Profile that we have a project in the works, it is evolving and we need a rector who can support it.

- **Preschool Update**

Susan McCormack-Davis reported that approximately 18 families visited the Preschool Open House held Sunday May 15, 2022. There were fun activities for the kiddos and the Preschool was beautifully decorated. New Director, Tracey Buzos was present.

The charter for the Preschool Advisory Committee is complete and was presented to the vestry for adoption. Fr. Bill stated it is our intention, mostly over the summer, to have charters for all those committees who recommend or have authority over expenditures. Thereby gathering information on who is on the committee, how one gets appointed to the committee, and what their terms are.

Susan will send electronically to the vestry a flyer on the Summer Enrichment Program for 3, 4 and 5-year-olds for distribution by vestry on social media, etc. Paper flyers will be out on the tables during Sunday services.

See Motion under **Action Items**

- **Landscape Maintenance Update**

Will Smith has solicited quotes for tree trimming services and landscaping maintenance:

Tree trimming contractors were allowed to determine their own scope. Some bidders wanted to cut down all of the trees and others wanted to remove only two, treat the problems with others and thin out the canopies of others. The low bidder for tree trimming was Four Seasons Tree Care, with a certified arborist, at \$2,790. Will wants to verify this quote as it seems to be very low. The tree contact is needed due to safety issues. Bill A. informed the vestry that the contract will be paid for from Maintenance budget in Fund 1.

The landscape maintenance bids were closer in scope, with weekly maintenance, trimming, irrigation inspection, etc. The higher bidders had a monthly minimum that they used for their bid amount even though we are a smaller campus. The low bidder was Benchmark Landscape at \$1,800 per month for first two months and \$1,425 per month after first two months and had no monthly minimum. Services will be on a weekly basis. Pacific Green Landscaping, Inc. was a close second. Will plans to present the two low bidders at the next Finance Committee meeting with a start date of July 1st. Will was confident that Benchmark and Pacific Green were very competent contractors. Benchmark has been maintaining the new plantings for 3-4 months. Bill A. mentioned that the landscaping maintenance contract is important since we just made a big investment in landscaping in Phase II of the ARCH project. We need to maintain it properly to protect our investment of plantings. Bill A. informed the vestry

that the funding would be deducted from the Vestry Designated Reserves since we have a deficit budget that has no extra funding available.

The vestry thanked Will for all his hard work to get the quotes and provide this report.

Both Susan and Will stated that they will continue to meet with Facilities Manager, Mike Jewett, Team Mike, on a monthly basis. The last two meetings were concerning the tree trimming and the landscape maintenance. The future meetings will include anything regarding campus facilities maintenance.

- Vestry Ministry Liaisons Update

Susan reminded the vestry if they had a ministry report to give at the vestry meeting to let her and Costa know by the Thursday before the vestry meeting so it can be added to the agenda. She would not discourage anyone who had an update from their liaisons to provide it, even if it was last minute.

- Outreach

Donna informed the vestry a lot is going on and it's good work but not visible to the parish. Jim Grandinetti and Demetreus Gregg have been researching ministries on Shelby. They came up with 25 that need to be discerned as some are manned by one person with a passion. Due to the state of outreach, she is recommending an Outreach Summit Meeting that invites all ministries to be present and gather information. Then work on determining what ministries to keep, enlarge, etc. Also, decide if a group can be labeled as a ministry, evangelism ministry or outreach ministry.

The big issue on everyone's mind is the need for information on Haiti. Jim has spoken with other churches, some giving for 35 years to Haiti, in different ways. At this time, it is too dangerous to visit the Epiphany School. Our biannual donations are sent through the Diocese of Haiti, who takes 10% donation for their ministries. Bill A. stated this is similar to our Common Life Assessment to the diocese.

Brooke gave an update that there is a critical need to fund *\$2,000 for teachers' salaries for the months of April, May and June*. Rev. FieFie has also asked for funding for transportation due to safety reasons. Jim is conversing with other churches to consider pooling resources. Brooke informed the vestry that an updated budget was planned to be provided at the June vestry meeting.

It was asked why there is a request of \$2,000 above the twice a year donations. Susan stated that a motion was needed for this emergency request but it was not clear if this request was in addition to the 20K a year. Fr. Bill suggested making the motion then discern if this request is above the \$20K a year or a portion of the July donation.

Treasurer, Amy, noted that we send two checks per year to Epiphany School, the last week of July for \$10,000 and the 1st week of December for \$10,000 or \$20K a year.

There are definitely lines of open communication with the new priest, Rev. FieFie. She lets us know that she has received our checks.

Bill A. informed the vestry that the 20K per year was the church's understanding of the operating expenses needed for the school for food, clothing and teacher salaries. The current balance in the unrestricted Haiti Fund is \$5,368 and \$20,340 is the balance in the restricted Haiti Building Fund. Amy has recommended to the Finance Committee to request the donor of the HBF to consider transferring these restricted funds to the unrestricted fund.

See Motion under **Action Items**

- Greeter Ministry

Susan thanked Rev. Nancy for joining and being part of the working team for this ministry.

Mike set up a meeting with Demetreus and talked about the Greeters, Ushers and Bartmobile, regarding communication, what is needed, various methods to do that and came up with an action plan. They have drafted a communique to the parish that still needs work on. Mike said he will be happy to meet with Rev. Nancy and bring her into the conversation on the ministry.

Susan noted that Costa wanted the vestry to consider being Greeters until the ministry is up and running.

- Peace and Justice Ministry

Parth reported to the vestry all the wonderful talks, meetings, book series and films that have taken place and are scheduled for the Racial Justice activities headed by Jill Henderson and the Creation Care series headed by Parth.
See Ministry Report, dated May 17, 2022 attached.

- Children and Youth Ministry

Brooke will provide the CYM report, dated May 17, 2022 by Lauren and Christine Sleeper electronically to the vestry. The vestry accepted the report by Title.
See Ministry Report, dated May 17, 2022 attached.

Brooke also voiced her concern for loss of institutional knowledge over multiple programs not just the CYM. How can we capture that knowledge for staff and ministry leads where the ministry has had a lapse in leadership? Susan acknowledged that this topic requires future discussion and will place it on the June agenda.

- Scholarship Committee Update:

Anne informed the vestry that only two applications were received. The committee consists of herself, Janice Miller and Diane Covell who read and ranked the applications. The two scholars are Michael Wilhelm, a St. Bart's high school senior who will be awarded the Brittany K. Stark Memorial Scholarship and Annet Keji, a high school senior who attends St. Luke's, one of our Outreach Partners, will be awarded the Community Outreach Scholarship. The motion is for \$2,000 from the Scholarship Fund 3 that has a balance of \$12,277. With each award at \$1,000, the fund after this year can only fund 10 more scholarships.

Fr. Bill recommended that at the time scholarships are awarded in June, to let the congregation know that the scholarships are funded by donations from the parish.

Susan thanked the committee for their work.

See Motion under **Action Items**

- CalOES Grant - California Office of Emergency Services

Susan updated the vestry on the OES Security grant. The grant was in the amount of \$200,000 and has taken several years to spend. Deadline for completion of the grant work is May 31, 2022. The last portion of the funding will go to Safety Training but will take place over the summer. Some of the vestry members and staff will be required to take the "Active Shooter On Campus Training", especially since there are now 10 mass shootings per day. The Red Cross will be on campus to provide CPR training, including First Aid training and this will be open to the parish.

- Reviving Vestry Calls to Parish

Hereby moved to the June agenda.

New Business:

- New Clergy Office Hours

Fr. Bill informed the vestry that Brian Peterson is finishing up his CPE this month. Both Nancy and Brian will be in the office on days that Fr. Bill is not. Fr. Bill's hours are Saturdays when he is officiating at the 5 pm service and Sundays, Tuesdays, Wednesdays and Thursdays, with a Coffee with the Rector open office hours on Thursdays from 12-2 pm.

Action Items:

MOTION: To approved the Vestry Meeting Minutes of April 19, 2022, as amended. The motion was made, seconded and unanimously approved.

MOTION: To approved the April Treasurer's Report, subject to audit.

The motion was made, seconded and unanimously approved.

CURTESY MOTION: Oh behalf of the Clergy, Staff, Vestry and Parish, we commend and thank Demetreus Gregg and Gala Committee for an outstanding job creating an event that not only raised money but also built community.

The motion was made, seconded and unanimously approved.

MOTION: To approve a \$2,000 cash bonus and one week PTO for Demetreus Gregg, Congregational Development Director, in appreciation for his hard work on the St. Bart's Gala, from the Vestry Designated Reserves.

The motion was made, seconded and unanimously approved.

MOTION: To adopt the St. Bartholomew's Church Preschool Advisory Committee Charter, effective May 17, 2022.

The motion was made, seconded and unanimously approved.

MOTION: To approve \$2,000 to pay for teachers' salaries for April, May and June 2022, at the Epiphany School, Loranette, Haiti from the Haiti Fund 3.

The motion was made, seconded and approved with one opposed and one abstention.

MOTION: To approve the St. Bartholomew's Scholarship Committee recommendation for 2022 award of the Brittany K. Stark Memorial Scholarship to Michael Wilhelm and the Community Outreach Scholarship to Annet Keji, in the amount of \$2,000 from Scholarship Fund 3.

The motion was made, seconded and unanimously approved.

Closing Prayer:

Donna closed the meeting with a prayer.

Cheryl volunteered to give the prayers at next month's meeting.

Adjournment:

The meeting adjourned at 8:44 pm.

Future Meeting/Events:

Vestry Meeting, Tuesday, June 21, 2022 at 5:45 pm

Vestry Meeting, Tuesday, July 19, 2022 at 5:45 pm

Vestry Meeting, Tuesday, August 16, 2022 at 5:45 pm

Presiding Bishop Curry, with Rev. Dr. William Barber, Visit, to San Diego, December 9-10, 2022, Town and Country Resort

Respectfully submitted,

Anne M. Snyder
Vestry Clerk