

**St. Bartholomew's Episcopal Church**  
**Vestry Meeting Via Zoom Videoconference**  
**Tuesday, July 19, 2022 6:00 pm**

**PRESENT**

Rev. Dr. Bill Doggett, *Interim Rector*  
Costa Dillon, *Senior Warden*  
Amy Adome, *Treasurer*  
Anne Snyder, *Clerk*  
Bill Angus  
Dan Crane  
Parth Domke  
Mike Fuqua  
Brooke Grandinetti  
Margie Polishuk  
Cheryl Roop  
Will Smith  
Donna Watson

**EXCUSED/ABSENT**

Susan McCormick-Davis, *Jr. Warden*  
Terry McCune, *Asst. Treasurer*  
Polly Getz-Enos, *Chancellor*  
JD Cowart, *Vice Chancellor*  
Shinobu Horne  
Oliver Jones, *Youth Rep.*

**Gather Together:**

Vestry checked in. Cheryl offered a prayer from the Diocese of Kansas.

**Consent Agenda:**

The consent agenda included the following items:

- Approve Vestry Meeting Minutes of June 21, 2022
- Approve June Financial Reports

With no objections, the vestry adopted the Consent Agenda as presented.

**Financial Items:**

- June Treasurer's Report Amy Adome
  - June pledge receipts are \$48,632, **(\$9,202) below the monthly budget**. YTD pledge receipts are \$323,789, **(\$23,211) behind the YTD budget**. Total YTD income through June is \$552,248, (\$28,815) behind budget.
  - June expenses of \$104,059 are \$2,848 over budget. YTD expenses of \$558,902, are **(\$13,060) under budget**. YTD the operating loss is (\$6,654), (\$15,755) behind the YTD budget. A significant expense variance of \$7,393 in June reflected under Administrative Expense is due to a 6-month delay in billing by the new technology vendor, 'Protelesis' as well as an overlap in service coverage by the old technology vendor, 'Hyphenet'.

- Preschool, Fund 2, received \$50 in preschool registration fees, \$100 in summer program registration fees and a \$6,500 grant from the California Department of Social Services. Total Reserves are \$51,934.
- Building Fund 5 is using a different format which clearly delineates funds coming in and going out. Of the \$100,000 Security Grant, \$94,000 has been used. Jim Macemon is working to commit the last \$6,000 then all receipts will be submitted for reimbursement. Maintenance Reserves are about \$75,000. Bill A added that outstanding balances for paid line items have been rolled into future construction, with \$2,116 remaining in the General Administrative line item as there are ongoing administrative costs. Vestry has authorized \$40,000 budget for Architectural Planning.
- Rector's Fund net assets are \$55,302. Pastoral Needs Fund is \$13,872, Pastoral Needs Restricted Fund is \$21,224 and Sabbatical Reserve is \$16,192.
- Amy noted that pledge giving is behind \$10,000 compared to last year, 2021, at this time.

#### Finance Committee Recommendations

Amy Adome

- Approve the payment of \$3,895, for lead testing at the Preschool, funded from Long Term Maintenance.

Amy explained that the Preschool has no revenue. It is a state regulation that the drinking water for the Preschool be tested for lead every three years. The Long Term Maintenance budget can support the Preschool. Bill A. added that the Preschool's original LTM line item was rolled into the church's LTM and the church's fund will support all campus activities.

- Approve a preliminary Preschool budget dated 7/13/2022 as recommended by the Finance Committee for the fiscal year 7/1/22-6/30/23, subject to mid-year review

Preschool Budget approved by Finance Committee on July 13, 2022 is attached. Amy stated that the draft budget had a \$71,000 deficit and was based on enrollment of 29 kiddos. It did not include all teacher's wages/ salaries. The Finance Committee decided to approve it with the following understanding:

Adjust for liability and workman's compensation which was overstated.

Adjust for janitorial services of which Preschool's portion of contract is \$20,000. Will S. will solicit bids for new contract to get better pricing.

Adjust for Fundraising in the amount of \$5,000, undertaken by teachers and parents, along with the Preschool Advisory Committee.

Use Preschool Reserves in the amount of \$51,934 to offset the deficit.

Perform to a mid-year review after December.

Additional Information:

Current enrollment is 29 with 35 kiddos being a reasonable enrollment for the fall.

The goal is 46 kiddos enrolled this fall.

We are poised to receive more students for the fall since we are a fully staffed and licensed Preschool, while some in the area are struggling.

Increasing our current enrollment from 29 kiddos to 35 does not require additional teacher hires.

- Approve the disbursement of \$10,000 to the Epiphany School, Loranette, Haiti from Fund 3, Haiti Fund, as recommended by the Finance Committee.

Discussion on what controls are in place to verify the funds sent to Haiti are received and used as designated. Donna stated that Rev. Fiefie had provided a school budget for Epiphany School for September 2022 to August 2023. Donna will provide document to vestry. She noted that the budget includes gasoline costs, teacher salaries, food and school supplies for the children. Also, included were costs for painting the building and refurbishing the benches which would be paid from the Haiti Building Fund. Amy explained that a wire transfer is sent to the Episcopal Diocese of Haiti with receipt of funds. Once funds are sent to Loranette, Rev. Fiefie sends a thank you note letting us know that she has received. She is available by phone or text to take any questions. Possibility that Rev. Fiefie will visit us this year and give an update. Discussion to have process in place in the future to have periodic updates. Amy will send wire transfer from Rancho Bernardo Union Bank on 7/20/2022.

See Motions under **Action Items**

**Rector’s Report:**

- Rector News Bill Doggett

Outreach Committee met to formulate a plan to create and charter a committee with Jim Grandinetti as Convener pro temp. Next steps are to get charter in order, add more leadership to make recommendations on spending of outreach budget, communicate to the parish what's going on and establish a calendar of events for the coming year. Enthusiasm for doing all the work needed is high.

Nancy Burnett will facilitate the Older Members Ministry, yet to be named. The committee will look at issues affecting our older parishioners' lives such as spirituality, transportation, health issues, end of life issues, downsizing household, connections and loneliness.

Nancy Burnett will head the Welcome and Hospitality Ministries. She has been meeting and working on recruiting more members, especially Greeters and training. Need volunteers to participate and bring the ministries back to full capacity. Vestry is invited to Greet on Sundays until the ministry is fully staffed.

Brian Peterson along with John-Luke and Lauren Sleeper will integrate the Youth Group and families with the first Regeneration Service on Wednesday, August 4, 2022, 3 pm.

Met with members of the Quilting Ministry. They are affiliated with Prayers and Squares International. St. Bart's provides space and financial services. Fr. Bill is looking into whether the church receiving donation checks, that are not made out to St. Bart's, into church budget will cause any problems under the 501C code. Bill A. suggested that Erin Sacco-Pineda would be a good source of information.

Preschool staff Letter of Agreement (LOA) - Tracey Buzo submitted LOAs using an old template. Fr. Brill provided the updated LOA that is used by the church, which makes clear that employees serve at the pleasure of the Rector. Once completed, LOAs will be reviewed by Polly Getz-Enos, Chancellor.

Regarding Staff Development, more to come, Fr. Bill wants our staff to be at top performance in their jobs and has arranged mentors for Ivey and Tracey. Terry McCune will advise Ivey. Waiting to confirm mentor for Tracey.

St. Bart's Day, end of August, preparations are underway. Our annual celebration of our patron saint is a time of food and fellowship. Fr. Bill suggested a street faire theme for next year.

Music Ministry Faire on July 31st after the 9 am service. It is an opportunity to see what St. Bart's music is all about and to join the different ensembles on campus.

Talent and Stewardship Faire, mid-October, to not only renew our pledges for 2023 but to also determine our talents for ministry.

St. Bart's is hosting Education for Ministry (EFM) group, led by Trent Darcy Hall. It is a four-year theological training program for the laity and those considering ordained ministry, organized by the Diocese.

Pride Parade was held on Saturday, July 16th with a lot of participation from St. Bartians.

This fall, Parth and Rev. Brian will coordinate the celebration of the Season of Creation. There will be change to our worship and themes of preaching, with other events outside of church too.

COVID is on the rise. In some areas, face masks are required. The Bishop's Advisory Committee on COVID Matters meets on Wednesdays. Will await Diocesan guidance.

## **Discussion:**

- Call Committee Update                      Dan Crane

The recording of the Call Committee Forum last Sunday was sent to the parish by email today.

Dan offered to present of the interpretation of the CAT Survey Results from Holy Cow Consulting to the vestry. Five members were interested.

- Approve the following as members of the Profile Committee. The Call Committee is authorized to add additional members as needed with the concurrence of the Senior Warden: Steve Natoli JD Cowart Mollie Allan Greg Moran Kristen Engler Sally Verkleeren Charlotte Jones David Goff Mary Spencer Jerry Gray Shinobu Horne Dan Crane Brooke Grandinetti Judy Macemon Nancy Walters.

See Motion under **Action Items**

- Proposal for Church Rummage Sale

Cheryl requested permission from the vestry to gather information on how to hold a rummage sale for next spring or fall as a fundraiser for the church.

- Authorize Cheryl Roop to explore the feasibility of a rummage sale.

See Motion under **Action Items**

- Proposal for Vestry Call to Action

Proposal for Vestry: Reconnecting Our Community document dated July, 2022 attached.

Dan stated that it is important for the vestry to be present and communicate with parishioners. Dan suggested that each member of the vestry, over the next two months, call two members of the parish each week and share conversations at monthly vestry meetings. Use feedback to plan specific actions to build congregation unity.

Benefits include parishioners feeling heard, they appreciate participating in suggesting solutions and show the vestry is available to everyone. We can continue the work we have started of reaching out to the parish and continue to encourage the parish come back to church.

It was discussed to provide a one-page newsletter that parishioners could take home after services, including vestry, officers and clergy listed. It is noted that printing costs in the past for the weekend bulletins was approximately \$1,000 per month. Now we save

\$10-12K a year using projectors. While the bulletins were 5-6 pages, the newsletter would be one page.

Costa informed the vestry that a new outdoor bulletin board will be installed soon. Also, Costa has forwarded a list of ministries at St. Bart's to Fr. Bill for review. Plans are to have this list printed and disseminated to the parish.

Costa asked Dan to make an action item to put before the vestry. The office volunteer staff will be included in the calling. Also, a recommendation to provide a one-page summary of what the vestry is doing in the e-News will keep the parish informed.

**MOTION: Vestry entered Executive Session to discuss personnel issue, with everyone present attending session.**

The motion was made, seconded and unanimously approved.

**MOTION: Vestry ended Executive Session.**

The motion was made, seconded and unanimously approved.

Recommendation to proceed with Allan Dorsey to create a Staff Development Plan for St. Bart's.

See Motion under **Action Item**

- Vestry Ministry Liaisons Update

Costa had received written reports from Hospitality Ministry, Ushers and Greeters, Facilities, Preschool and Outreach Ministry.  
See attached reports.

Donna added that she was asked on the patio after Sunday service, why weren't the proceeds from the Gala used to pay for the Back to School backpack/ supplies for St. Mark's. As Outreach liaison, Donna explained that there are four annual events that do not come under our Outreach Budget but are funded by individual contribution; B2SB, Thanksgiving Baskets, Angel Tree and Joy to the World meal at St. Mark's.

Newcomers' Ministry is still in the planning stages. It was asked how this need is being filled since a new family has not received their church name tags. Costa said that a lot of effort is being placed in the Greeters Ministry so newcomers will be followed better.

**New Business:**

Church Banner at the street - Only one banner can be displayed at a time at the street. Currently, the Preschool Registration Banner is out and the All is Welcome, No

Exceptions Banner is not out. Mike suggested that the AWNE Banner be out for St. Bart's Day.

Costa informed the vestry he will be hosting a Forum on Sunday, July 31st, Ask the Senior Warden.

**Action Items:**

**MOTION: Approve the payment of \$3,895, for lead testing at the Preschool, funded from Long Term Maintenance.**

The motion was made, seconded and unanimously approved.

**MOTION: Approve a preliminary Preschool Budget, dated 7/13/2022 as recommended by the Finance Committee for the fiscal year 7/1/22-6/30/23, subject to mid-year review.**

The motion was made, seconded and unanimously approved.

**MOTION: Approve the disbursement of \$10,000 to the Epiphany School, Loranette, Haiti from Fund 3, Haiti Fund, as recommended by the Finance Committee.**

The motion was made, seconded and approved with 1 abstention.

**MOTION: Approve the following as members of the Profile Committee. The Call Committee is authorized to add additional members as needed with the concurrence of the Senior Warden: Steve Natoli, JD Cowart, Mollie Allan, Greg Moran, Kristen Engler, Charlotte Jones, David Goff, Mary Spencer, Jerry Gray, Shinobu Horne, Dan Crane, Brooke Grandinetti, Judy Macemon and Nancy Walters.**

The motion was made, seconded and unanimously approved.

**MOTION: To authorize Cheryl Roop to explore the feasibility of a rummage sale/white elephant fundraiser.**

The motion was made, seconded and unanimously approved.

**MOTION: To approve proceeding with Alan Dorsey to create a Staff Development Plan for St. Bartholomew's.**

The motion was made, seconded and unanimously approved.

**Closing Prayer:**

Cheryl closed the meeting using the Memorial Day Closing prayer.

**Adjournment:**

The meeting adjourned at 8:17 pm.

**Future Meeting/Events:**

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

Vestry Meeting, Tuesday, September 20, 2022 at 5:45 pm, Hybrid meeting

Vestry Meeting, Tuesday, October 18, 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