

**Episcopal Church of the Incarnation
April 26, 2022 – Regular Vestry Meeting**

Location: Short Hall

Minutes

Attendees: Allan Bolchazy, Kathleen Baumgardner, Linelle Lane, Michael Del Vecchio, Patrick Lancaster, Sara Joslyn, Stephen Little, Steven Layton; Stephen Shaver, Rector; David Jasper, Treasurer; Kathleen Kane, Clerk.

Absent: Bo Simons, Connie Sinclair, Lois Phillips, Mark Sawdon.

Guests: None.

Call to Order: Stephen S called the meeting to order at 6:35 pm.

Opening Prayers: Chaplain Stephen Little offered opening prayers and reflections on the Second Song of Isaiah.

Check-in: Allan, Kathleen B, Patrick, David, and Michael each gave a brief personal check-in.

Consent agenda:

- **Approval of March minutes:** Minutes of the March 22, 2022 vestry meeting were approved as written. (*Approved unanimously.*)
- **Outreach Grants Committee Membership:** The vestry voted to approve the following members for the Outreach Grants Committee: Judy Velasquez, Becky Simons, Linelle Lane, and Jane Holland. These new members will serve for one year. (*Approved unanimously.*)

Looking back and looking ahead: Celebrations and exciting things coming up:

- Coming back to church and taking the Eucharist
- Palm Sunday service
- People engaged in Holy Week services at deeper levels
- Claire's baptism in the new font with temporary bowl, and Marilyn's and Richard's baptisms in the new font bowl
- A lot more children attending with their families now
- Easter's congregational singing was strong and felt vibrant
- Liked seeing the choir in the quire
- Bookstore being a welcoming place for newcomers
- Hearing about the work of the Property Development Task Force and Music Discernment Committee

- New Invite-Welcome-Connect Team
- Good discussions related to Buildings & Grounds planning related to upcoming anniversary celebration, and the Property Development Task Force planning outreach to congregation
- A lot of energy developing with committees coming together and reporting more “organically”
- We’re coming up out of the earth and blooming with new life and new spirit after a two-year winter
- Looking forward to getting input from congregation regarding music
- Looking holistically at the music program rather than just “filling the slot”
- More “green shoots” - visitors and newcomers - are arriving at services
- Sesquicentennial celebration and planning for it
- Library opening and expanding with new books
- Potential for new formation classes for both adults and children
 - Daphne and Stephen S are working on a possible new after-school program on Wednesdays for children, followed by a parish supper and an adult class.
 - Possible Sunday morning “walk through the Bible” class, which might be a repeat of the Wednesday class
 - Could we re-start Vacation Bible School in summers?

Treasurer’s Report:

- **Monthly Report:** David presented the March Summary Financial Report as an information item and responded to questions from vestry members.
- **Corporate Resolution:** At David’s request, the vestry approved a Resolution designating him as an authorized signer for all documents related to the transfer of a bequest from the Estate of Harry Rubins to the Church. (*Moved: Stephen Little. Seconded: Linelle. Approved unanimously.*)

Standing Committee Reports: The vestry packet included written reports from the Development, Buildings & Grounds, and Outreach Grants Committees. Additional updates and discussion were as follows:

- **Buildings & Grounds:**

Allan shared updates:

- Solar panel installation has passed inspection and we now need to complete an application process with PG&E.
- The breezeway bathrooms are now open.

- The Committee discussed a list of projects that they would like to complete in the coming year. The vestry agreed that the committee can proceed to get bids and then bring those to the vestry for approval before proceeding with a project.

Stephen S shared the following additional updates:

- The audio/visual equipment is expected to arrive in the near future.
- The hymn board for the church is also due to arrive soon.

Update from Property Development Task Force: Stephen S reported that the Task Force (TF) is making good progress. After interviewing four firms to lead the congregational communication process, the TF decided on one firm, at a cost of \$14,000 and work with them has begun. The TF may also employ the expertise of an architect during this early phase, with both contracts coming in well below the vestry-approved budget of \$50,000. Conversations with the congregation will likely take place beginning in late summer or early fall.

Discussion Items (DDDD):

- **Brief update on St. Andrew's:** Stephen S spoke with the clergy of the Deanery about the status St. Andrew's, and with Ed Howell who is the newly appointed Dean of the Deanery. Stephen and the wardens will be speaking with Bishop Megan next week.
- **Request from Stephen re: vacation:** Stephen S requested vestry approval to have a few more Sundays off per year. This would enable him to visit more frequently with family. His current contract indicates that he can take about 4 Sundays off each year. He is no longer involved in some other work-related activities that took him away from Incarnation on Sundays, such as the College for Congregational Development. Rather than seeking a raise in his salary, he is asking for consideration of more days of Sunday vacation. He will follow up with a more specific request at next month's meeting.
- **Pastoral Care part-time staff funding:** Stephen S raised the possibility of using some money to hire personnel who could jump start a new pastoral care program. Some ideas for this include:
 - Daphne's job is changing in various ways, including taking on more responsibility for Christian formation and the potential closing of the St. Andrew's food program. She would be an excellent person to be a "shepherd of people" and could fill this role rather than losing hours if the St. Andrew's food program ends. This would be approximately 4 hours per week of her time.

- There may also be value in training congregational volunteers, or perhaps hiring staff for a greater number of hours.
- Perhaps we could start a 2-year curacy program for new seminary graduates. We currently have a fair amount of one-time extra money from a number of sources (such as the COVID-related Payroll Protection Program and the pandemic-related rebate of our diocesan apportionment) that could be used for the first round of such a program.
- There are a couple of strong models for pastoral care programs that might be considered.

One concern expressed by vestry members was to beware of having pastoral care becoming only that person's job, rather than a congregational effort and an ingrained way of behaving. Even with a paid staff person, volunteers should be involved.

Closing Prayer: Chaplain Stephen Little offered a closing prayer.

Meeting adjourned: 8:52 pm.

Next monthly meeting of the vestry to be held on May 24, 2022.

Respectfully submitted,
Kathleen Kane, Clerk