

Episcopal Church of the Incarnation

August 22, 2023—Regular Vestry Meeting

Location: Short Hall

Minutes

Attendees: Allan Bolchazy, Inese Heinzl, Joseph Ferrucci, Karin Dutra, Laura McLellan, Linelle Lane, Patrick Lancaster, Sara Joslyn, William Glenn; Rod McAulay, Sabbatical Priest; David Jasper, Treasurer.

Absent: Mark Neumann, Kathleen Baumgardner; Kathleen Kane, Clerk; Stephen Shaver, Rector.

Vising parishioner: Steve Layton.

Call to Order: Linelle called the meeting to order at 6:34 pm.

Opening Prayer: Chaplain Laura offered an opening prayer.

Check-in: Inese and Laura gave brief personal check-ins. Rod McAulay offered words of gratitude for the Vestry and his time serving as sabbatical priest.

Consent Agenda:

- Approval of July 25, 2023, vestry minutes.

With no objections, the consent calendar was approved.

Mark Sawdon's resignation was accepted as Mark and Lori have relocated to Nevada. Our prayers and love go with them.

Development Report. Inese shared in-development materials for the Stewardship Campaign, including themes: *Our Church, Our Spiritual Home* and the three-fold: *Community. Eucharist. Transformation*. One focus of the campaign will be to encourage online pledges, while recognizing that some parishioners will choose to make pledges by check, among other ways. Joe will organize Stewardship Campaign pulpit endorsers, and Bill will lead the follow-up phone contact portion of the campaign. Inese is developing materials that will be utilized in the campaign.

Buildings and Grounds Report.

- Church building exterior work:
 - Steve Layton shared details about the upcoming improvements to the church building.
 - The entire building and doors will be re-painted, utilizing a scissors lift to accommodate the painters, a large savings over the cost of renting scaffolding.

- The Lexan plastic window covers will be replaced, providing both protection for the stained-glass windows, and allowing more light to enter the sanctuary.
- Mid-September was proposed as a start date for the project.
- Sara moved, and Allan seconded a motion to authorize \$25,000 from the Buildings and Grounds fund to complete the project. Passed unanimously.
- Rectory:
 - Allan reported on the condition of the rectory after the recent tenants had departed, and proposed, after discussion, that the vestry approve \$15,000 from the Building and Grounds budget for improvements.
 - Bill moved and Karin seconded the motion. Passed unanimously.

Diocesan Commission on the Environment: All churches in the Diocese of Northern California are encouraged to become carbon neutral by 2030. An energy audit was completed recently and \$2,500 was proposed to help other churches in the Diocese who may not have funds available to defray the cost of an audit. Joe moved and Inese seconded the motion. Passed unanimously.

Finance Report:

- At July's Vestry meeting, David presented a Resolution Designating Church Funds & Related Policies, a more clearly understandable update from a 2015 resolution. He requested approval at this meeting. Joe motioned to accept the resolution and Patrick seconded the motion. Passed unanimously.
- David reviewed the Financial Report for the month.
- David gave an update on the savings the solar panels provided the church over the last twelve months since installed. Our total payments for electricity of \$1,540 is dramatically less than the \$15,563 paid in 2018 (pre-pandemic) and \$8,987 in 2020 (pandemic). We currently have a credit of \$1,636, which will carry forward into the winter months.
- David reported on the Diocese Project (Re)Start Disaster Assistance program. Daphne Vernon is leading the effort in our Deanery assembling 40 bins of household supplies for those displaced due to disaster. We have temporarily provided \$3,800 so far in seed money from our Disaster Relief Fund. When completed, parishioners throughout the deanery will be solicited to "sponsor" bins. Those funds will replenish our Disaster Relief Fund.
- David reported that Incarnation has given a total of \$8,414 to the Maui fire relief efforts. This consists of \$3,000 to the Episcopal Diocese of Hawaii for those impacted by the loss of Holy Innocents Church in Lahaina and \$3,000 for affected friends and families at St. John's, Kula. An additional \$2,414 was collected from our parishioners.
- David reported on the Endowment Fund, which now has a history of at least 12 quarters to calculate a rolling average of its value. At year end 2023, in calculating our budget for 2024, the Endowment Fund will provide the first of its annual distributions.
- David requested a transfer of \$3,000 from our proceeds accumulated in our Receptions Fund to be used for the upcoming 150th Anniversary reception with the Bishop. This will

bring the 150th Anniversary Fund up to the \$5,000 budget already approved prior to the meeting. Karin moved to authorize the funds, Inese seconded. Passed unanimously.

Power of Hello: Allan brought to the vestry's attention a program that works with churches to educate the community on various techniques that can be effectively utilized to avert potential problems or potential disasters.

The Generational Plan Task Force: Allan spoke of the need to assure parishioners that nothing about the plan is pre-determined and that communication about the program as it is developed needs to be a priority. Two dates for Fall congregation-wide forums on the Plan are Sunday, October 1 from 12:00 noon to 2:00 pm and on Saturday, November 18, from 9:00 am until 12:00 noon.

The Episcopal Foundation of the Diocese of Northern California awarded Incarnation \$5,300 for materials for the Children's Choir. Kudos to John Nykamp for his role in identifying and securing these funds.

Summing up tonight's meeting for parish announcements:

- The church building painting and Lexan replacement project update
- The Generational Campus Plan update
- The PG&E audit on the usage of solar panels

Closing Prayer: Chaplain Laura concluded the meeting by offering a prayer.

Meeting adjourned at 8:40 pm.

Next monthly meeting of the vestry to be held on September 26, 2023.

Respectfully submitted,

Bill Glenn, in lieu of clerk Kathleen Kane