

## Church of the Incarnation Vestry Meeting Minutes – 02.25.2020

**Attendees:** Bob Priestley, Michael Del Vecchio, Fernando Dizon, Melinda Harris, Inese Heinzl, Ken Moholt-Siebert, Mark Neumann, Connie Sinclair, Signe Sugiyama, Judy Velasquez, Nancy Wegge; David Jasper, Treasurer, Patrick Lancaster, Substitute Clerk for Kathleen Kane;

**Absent:** Kathleen Kane, Stephen Shaver, Bo Simons

Guests: See attached list

### FORMATION

Meeting called to order at 6:00 p.m.

Mark Neumann, as Senior Warden, chaired the meeting in the absence of Stephen, who is out on family leave.

Chaplain Bob began the meeting with a meditation entitled “Cup of Mercy.”

**Check-in:** The Vestry Members each gave a brief personal check-in.

### INFORMATION

**Approval of Minutes:** Patrick presented the Minutes of the January 28 meeting. A Motion was made to approve the Minutes as presented (Motion: Inese, Second: Signe, approved with 2 abstentions).

Mark then presented the Minutes of the February 16 special meeting of the Vestry. A motion was made to approve the Minutes with the notation that Stephen was present via phone (Motion: Ken, Second: Bob, motion approved unanimously).

**OPEN COMMENT FROM MEMBERS OF THE CONGREGATION:** Twelve (12) individuals (see attached list) provided comment to the Vestry, all of which was in connection with a change in the job description and salary of a staff position that the Vestry made as part of the approved Budget for 2020.

**Treasurer's Report:** David presented the January Summary Financial Report as an information item and explained the various budget categories and line items for the benefit of new Vestry members. He also presented a list of the various Fund designations.

**Development Committee Report:** See attached. Also, Inese and Mark again reported that the Committee was planning two fundraising events in 2020. They are proposing a rummage sale to be held sometime in the Spring, and an art show and sale to be held in the Fall.

**Outreach Committee Report:** No written report was provided. Judy noted that the next batch of grant applications is due by March 1. Also, this year the three agencies that receive funds from the Incarnation 100 will be required to submit an application detailing how they will use the funds.

**Building and Grounds Committee Report:** See attached written report. Ken emphasized again that on-going maintenance is a major need and funds to provide for this should be included in the budget. He also reported that repair of the Heavenly Treasures porch is critical. However, the entire building is in very poor shape. The Vestry needs to determine if it wants to rehab the existing structure or tear it down and replace it with a new structure. The Vestry indicated the desire to make the porch accessible, if possible.

### DECISION

**Approval of 2019 Parochial Report:** See attached report. A motion was made to approve the report as

presented (Motion: Ken, Second: Judy, motion approved unanimously).

**New Signer Resolution:** See attached corporate resolution. A motion was made to approve the resolution as presented (Motion: Judy, Second: Inese, motion approved unanimously).

**Discussion of Vestry Support for Coffee Hour:** The Vestry discussed what support the Vestry can provide to the Coffee Hour refreshment volunteers. It was suggested that additional training would be helpful for these volunteers, as well as Open Table volunteers.

**Reading Over 2019-2020 Mutual Ministry Review Goals:** The Vestry read over the MMR Goals in order to familiarize them for the new Vestry Members and to answer questions.

**Review of 2020 Budget Staffing Changes:** The Vestry reviewed and discussed the decision made in the 2020 Budget to eliminate the position of Director of Music and change the position to that of its original title of Director of the St. Cecilia Choir. The Vestry also discussed the comments received earlier during the meeting from parishioners. It was the (apparent) consensus of the Vestry that the decision to make the staffing change from Director of Music Programs to the St. Cecilia Choir Director in the 2020 Budget was correct. It was also the consensus that the Vestry needed to better communicate to the congregation the history and reasoning behind their decision. Connie agreed to write an article doing this to be included in the News and Notes at the earliest date possible.

## **CLOSING**

The closing prayer was offered by Bob.

**Meeting adjourned: 9:45 pm**

**Next Monthly meeting of the Vestry to be held on March 24<sup>th</sup>.**

Respectfully submitted,

Patrick Lancaster,  
for Kathleen Kane, Clerk

List of Vestry Meeting Guests Who Made Public Comment

1. Frank Baumgardner
2. Kathleen Robarts
3. Julie Verhoeff
4. Hans Verhoeff
5. David Tully-Smith
6. Barbara Avery
7. Susan Little
8. Connie Vocature
9. Laura McLellan
10. Susan Shumaker
11. Derrick Podlaoski
12. Lisa Jang
13. Bob Speights