

Church of the Incarnation Vestry Meeting Minutes – 01.28.2020

FINAL

Attendees: Fernando Dizon, Jim Furness, Inese Heinzl, Kathleen Kane, Linelle Lane, Ken Moholt-Siebert, Mark Neumann, Signe Sugiyama, Judy Velasquez, Nancy Wegge; David Jasper, Treasurer, Patrick Lancaster, Clerk;

Absent: Bob Priestly. Stephen Shaver, Peggy Zimmerman

Guests: None

OPEN COMMENT FROM MEMBERS OF THE CONGREGATION: None

FORMATION

Meeting called to order at 6:30 p.m.

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

Since both Chaplains were absent, Judy volunteered to begin the meeting with a prayer.

Learning and Discussion: The Vestry Members read through the goals in the 2019-2020 MMR and then identified areas of accomplishment and celebration. The Vestry determined that improvement was needed in communication with the congregation. The following ideas were identified: 1) Tell congregation about Vestry Committees; 2) Create and publicize a Committee meeting calendar; 3) Post information in Farlander Hall; 4) Committees report out to congregation per calendar schedule; 5) Have Vestry announcements as before at each service; 6) Vary Vestry announcer person for emphasis; 7) Post Vestry agenda somewhere prior to meetings; 8) Post Vestry Minutes on website promptly; 9) Financial 5-point series was good and a good example for the future; 10) Use Google Docs.

INFORMATION

Approval of Minutes: Patrick presented the Minutes of the December 19 meeting. A Motion was made to approve the Minutes with one correction in the Development Committee Report regarding the total amount of pledges received (Motion: Linelle, Second: Judy, approved unanimously).

Treasurer's Report: David presented the December Summary Financial Report as an information item. David noted that \$10,000.00 of the total amount of pledges budgeted for 2019 was actually prepaid in 2018.

Nominations Committee Report: Nancy gave a report on the progress made in recruiting members of the congregation who would be willing to put their name in nomination for election to the Vestry. She distributed a sheet showing those already contacted, as well as additional possibilities.

Vestry Meeting Schedule: Mark reported that there will be a Vestry meeting on February 25 and March 24, as well as a Vestry retreat on March 28-29 at St. Dorothy's Rest.

Development Committee Report: See attached. Also, Inese and Mark 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.

Building and Grounds Committee Report: See attached. Ken reported that Maintenance is a major need identified in the Committee's report. Maintenance has been deferred for too long, and there is

currently no budget for maintenance of the church's facilities. The Vestry needs to decide whether to pursue maintenance, and if so, plan on how to do it, including identifying the church's values regarding updating its facilities, eg. is reducing carbon footprint a priority?

DECISION

2020 Budget: Kathleen presented the 2020 draft budget, including the revisions requested by the Vestry at the December 19 meeting. This was reviewed by the Vestry, including proposed staff related changes. A motion was then made to affirm 7% as the amount of the draw from the Green Fund for 2020 (Motion: Ken, Second: Jim, Motion approved unanimously). After further discussion, a motion was made to adopt the 2020 Budget as presented (Motion: Judy, Second: Ken, Motion approved unanimously).

Property Development Task Force: Kathleen reported that she had corresponded with the City of Santa Rosa Planning Department at Stephen's request regarding zoning of the church property since the City is in the process of drafting a new Downtown Station Area Specific Plan covering the downtown core,. This will affect how the five parcels that comprise the church property might be used in the future. She also noted that the Vestry has previously discussed that it needs to begin addressing deferred maintenance and may possibly want to develop parts of the church property. In keeping with this, she proposed that the Vestry approve formation of a Property Development Task Force (PDTF) to do the research needed to inform Vestry discussions and decisions and appoint the initial members.

Kathleen presented a draft Charter for the PDTF. After discussion, the Vestry agreed to include the following five (5) criteria requested by Stephen to guide the work of the Task Force: 1) Create a more forward facing orientation of the church along Mendocino Avenue frontage; 2) The church will not sell or move from the property; 3) The church building must remain on the property; 4) Any development must result in at least as much community hall space as currently provided by Farlander Hall; 5) Any development must result in at least as much classroom space and office space as currently provided by the buildings in the quad. A motion was made to approve formation of the PDTF Charter and appoint Kathleen, Ken, David and Christopher Dolan as the initial members (Motion: Mark, Second: Judy, approved unanimously).

Election of Vestry Clerk for 2020: A motion was made to approve outgoing Vestry member, Kathleen Kane, as the Vestry Clerk for 2020 (Motion: Judy, Second: Linelle, Motion approved unanimously).

CLOSING

The closing prayer was offered by Kathleen.

Meeting adjourned: 9:00 pm

Next Monthly meeting of the Vestry to be held on February 25th.

Respectfully submitted,