

**06.21.2018 Church of the Incarnation Special Vestry Meeting Minutes
FINAL**

Attendees: Elizabeth Gibbs, Kathleen Kane, Patrick Lancaster, Steve Layton, Mark Neumann, Stephen Shaver, Diane Schoenrock, Nancy Wegge, Peggy Zimmerman

Participating by Telephone: Jim Furness, Linelle Lane, Bob Priestley

Absent: Fernando Dizon

The meeting was called to order at 4:00 p.m.

The vestry discussed the developments regarding Rise and Shine Santa Rosa Day Care, which has been provisionally offered a grant of \$100,000 from First 5 Sonoma County for the purpose of renovating a space for their use. A condition of the grant is a letter from the owner of the space they would be using stating an intent that Rise and Shine remain in that space for at least five years.

The vestry discussed the need to agree on specific terms for any lease, including (1) amount of rent; (2) which specific space would be used: Short Hall, Rooms 1 and 2, or other; (3) our requirement that Rise and Shine become incorporated as a nonprofit.

It was moved Elizabeth) and seconded (Mark) that the following letter be sent to Leah Benz of First 5:

Dear Ms. Benz:

Since April, Cary and Josiah Rich have been operating their day care, Rise and Shine Santa Rosa, on the property of the Episcopal Church of the Incarnation. We appreciate this relationship and intend to enter into a lease with Rise and Shine upon mutually agreeable terms for at least the next five years. We support their request for a grant from First 5 that would help them continue meeting the urgent need for early childhood care in Santa Rosa.

Please be in touch if we can offer you any further information.

Yours sincerely,

*Stephen Shaver, Rector; Steven Layton, Senior Warden; Patrick Lancaster, Junior Warden
on behalf of the Vestry of the Church of the Incarnation*

The motion passed unanimously.

The meeting was adjourned at 4:30 p.m.