

Vestry Minutes May 16, 2023

Present: Fr Mac, Gary, Paul, Gini, Phyllis, Marilyn, Janice, Billy, Jon, Brian, Krystle

The meeting opened via Zoom at 5:30 pm with Fr Mac's Prayer.

Approval of final version April meeting minutes from email on April 26, 2023.

Treasurer's Report:

For the Budget to Actual I was surprised to see more than \$1,000 in the plate recording. That is usually cash, so I will double check that with Amanda. A new item was added under 4015 Non-Pledged Donations. This is 4015.1 - Estate Funds. This will be used to track any Estate Giving funds that are used for Operating Expenses, i.e. the recent approval to pay our Fair Share that hadn't been paid from last year and the first quarter of this year.

Our pledged income was up for the month but is still down \$4,500 for the year. Also, note the Total Income line, our total through April is \$189,785 which is \$27,000 higher than the budgeted income of \$162,000. However, that includes the payment of \$49,694 from the Wes Patterson Estate closeout. Which means we are operating about \$23,000 below projected income. A large part of that is the projected \$10,500 in fundraising, more about that later.

Account 5114 - House Keeping is a new one to me and I will ask Amanda who requested and the purpose of the expense.

It looks like we have a bit more to do for cleaning up the Youth Minister section. We have no budget across from the expenses; however, you will notice below in Wages 5110 category we are below budget, we need to properly allocate Mother Jill's pay and benefits from the regular staff category.

Under Office Expenses the 5615 Copier Lease & Toner continues to run over budget. This contract needs to be renegotiated.

On the Balance Sheet you will note the breakout in our Checking/Savings to show how much of the Estate Income still remains. Overall, our investments are recovering from the previous two down years. The Vestry needs to decide how they want to handle the dividend and interest payment that we received from the Endowment Investment account, per an earlier Vestry decision. At the time we were not aware of the Patterson gift, once that gift was received the decision was to return the proceeds to the account. I checked with Geilan, Endowment Committee chair, and they have one grant application with two more expected to be returned soon.

Fundraising. At the annual meeting I stated that I was not a fundraiser and that I needed a volunteer. I was pleased to get one and we talked briefly after the meeting. I did hear that a meeting was held to brainstorm ideas, however, when I checked with the individual a couple weeks ago, I was told she could not serve in this capacity as she has taken on tasks from Fr Mac and our Junior Warden. The Vestry needs to decide if we need the fundraising or if the surprise gift from the Patterson Estate will see us through the year and we hope for better financial futures for our members in 2024.

I am formally requesting an end date for my role as treasurer. I find that I have less time to put into the roll and feel that it needs more focus than I have been able to provide. Initially, I had said I was looking to move out of the role in a year or two,

but it has been nine months with no viable candidates. I need the Vestry to commit to a firm turnover date.

Resolution to allocate income from interest and dividends and a motion to accept the Treasurers report by Marilyn and seconded by Janice. All in favor.

Discussion: Request end date for Treasurer role is October 1, 2023. A motion by Jon and seconded by Janice to approve and replace the role of Paul as treasurer.

Rector's Report: Father Mac's resignation. Last day is July 2, 2023. Resignation letter submitted by email May 16, 2023.

Action Items: Vestry to meet with Canon Curtis via zoom Sunday at 7:00pm. Email invitation to be sent out.

Outreach Report: Food pantry is going well.

Memorial Day breakfast for Bikers Event May 26<sup>th</sup> and 27<sup>th</sup>.

Discussion: Fundraisers at St. James- possible brunch and or art tour.

Empty bowls 10-21-23, Christmas Bazaar 11-11-23.

Completion of Common Grounds building TBA- Jill is working on reimbursement, from Kit Carson, application from county has been endorsed no response until Fall of 2023. Job descriptions are in place for employment.

Jr Warden Report: Bids were collected for exterior work of building. 4 backside, courtside exterior doors to be replaced first then rewiring of building and stucco.

**Action Items**: Bids for a new heating system.

There was a resolution to proceed with Los Alamitos proposal/bid to proceed with the maintenance presented at meeting a second by Billy and all in favor.

Pastoral Care:

Discussion: Committee for funerals.

**Action Items**: List of procedures and protocols for events such as funeral services.

Policy for use of Parish Hall-reception for members vs. nonmembers.

There was a resolution for purchase of a gift card to be given to person for in thanks for working on the irrigation system., second by Brain and all in favor.

Vestry will meet again via Zoom on Tuesday June 20, at 5:30 pm.

Meeting was closed at 7:20pm.

Submitted by: Krystle Struck, Clerk