

# Church and Preschool

## Vestry Minutes July 18, 2023 – draft

*The Mission of St. David's is to follow Jesus, loving our neighbors as ourselves, without exception.*

### Vestry

Elaine Turnbull (1/26), Rectors Warden, Vestry Chair, Anne Kellett (1/26), Peoples Warden, Vicki Greco (1/24) Loral Priest (1/24), Kathleen Hoot (1/25) Bill Blakeslee (1/26) Jane Krikorian (1/25), Treasurer, Joy Wolf (1/24) Kathy Winder (1/25)

**Staff:** Karen Garcia Director St. David's Preschool; John Mark Harris, Director of Music, Treena Roman, Parish Administrator

**APP Team:** Loral Priest. Jan Romerdahl, Equilla Luke

**Vestry Clerk:** Chris Timmins

### A. Opening 6:34 PM

1. Welcome/Call to Order – Elaine Turnbull
2. Establish Quorum:  
PRESENT: Elaine Turnbull, Rectors Warden, Anne Kellett, People's Warden, Vicki Greco, Loral Priest, Kathleen Hoot, Bill Blakeslee, Jane Krikorian, Treasurer, Joy Wolf, Kathy Winder, Jan Romerdahl  
ABSENT, Equilla Luke
3. Welcome Guests:
  - a. The Rev Kirby Smith – next Interim Priest in Charge (absent)
  - b. Chris Tumilty – Director of Communications ESDS
  - c. Roseann Myers, Shirley Culver, MK Mason, Jan Romerdahl
4. Opening Prayer – Elaine Turnbull  
Scripture Meditation – Joy Wolf
5. Move Item of New Business by Guest
  - a. St David's Branding and Style Guide Presentation – Chris Tumilty & Anne Kellett
    - I. Discussion followed with many questions about logo, photographs and colors.
    - II. It was a consensus to take these designs back to the committee for further refinement.

### B. Old Business

1. **Motion to** Approve June 13, 2023, Minutes. **MSP**
2. **Motion to** Approve Consent Agenda: Read and Review all documents in the Vestry Google Doc. Any items that need discussion or clarification must be removed from Consent Agenda and added to New Business Agenda. **MSP**
  - a. Rector's Warden
  - b. People's Warden
  - c. Treasurer
  - d. Preschool
  - e. Service & Justice
  - f. Other
  - g. Facilities Care

3. Vestry Verbal Reports not in Consent Agenda
  - a. Preschool Report
    - I. Preschool Director Karen Garcia noted that the back lot had lots of weeds and could use some attention. Loral agreed to determine the scope of the work, Joy suggested the AA group be contacted to see if they could help with the work, and Anne agreed to contact the person for AA group.
  - b. Vestry Liaison reports:
    - I. Vestry & Finance – Turnbull
    - II. Bank Signature card signers have been updated.
  - b. Facilities – Loral Priest
    - I. Loral Priest recommended the need for two tree projects: removal of dead trees - \$1,200; and trimming of trees around campus - \$1,525 with \$525 to be donated by the Priests for the trees planted by their son Eric for his Eagle Scout Project to get trimmed. **Motion** to schedule tree trimming. **MSP**
    - II. Facilities Care Report – David Priest discussed the flooding of preschool floors.
    - III. **Motion** to approve AT&T cell tower lease negotiating team consisting of Jane Krikorian, Nigel, MK Mason, Dennis Landau, David Priest, Joy Wolf **MSP**
    - IV. Kathleen asked that Loral look into cleaning sanctuary floors again. Loral will look into pricing.
  - c. Worship – Vicki Greco reported that there is a need for more volunteers on both the Altar Guild and the Flowers Committee.
  - d. Christian Formation – Kathleen Hoot reported.
  - e. Congregational Life – Kathy Winder reported.
  - f. Service & Justice – Joy Wolf reported that the Sacred Ground movie night was a success and that the congregation and DOK are collecting backpacks for CCSA.
  - g. Communications – Bill Blakeslee reported.
  - h. Congregational Development – Anne Kellett will look into signing up for Claremont Days in the fall.
5. **APP Team Update – Jan Romerdahl** – postponed to August.
6. **Monthly Finance Report – Jane Krikorian**

St. David's Monthly Ministry Report to Vestry Prepared by Jane Krikorian, Treas.

  - a. **Informational Items** – find more details in the financial report on the church website.
  - b. **Discussion Items** – find more details in financial reports on the church website.
    - I. Pledges are down and there was discussion about reminding parishioners to catch up. The stewardship team will send out a notice to the congregation with a reminder.
    - II. Postpone discussion on Memorial Gifts until guidelines can be established by the Investment Committee.
    - III. Jan Romerdahl requested that the Preschool Director work with the Treasurer on an amended budget for the rest of 2023 and forecast how the preschool can get “back-in-the black.”
    - IV. David Priest updated the vestry on facilities issues including the investigation into reasons why the preschool floor continues to flood. More information in the facilities report on the church website.
    - V. David recommended putting together an AT&T lease negotiating team. More information in the facilities report on the church website.

**c. Action Items**

- I. **Motion** to approve removal of dead trees in August and trimming of trees in September. The Priests will pay a portion of this cost to cover the trimming of the tree that their son's Boy Scout Troop planted. **MSP**

**7. Workgroup Reports**

- a. Audit 2022 – no date as of yet.
- b. Bylaws
  - I. Shirley Culver and Roseann Myers reviewed the draft all the ways the updated church bylaws to match the diocesan model, and to their questions. The final bylaws will come back to the vestry in August and be submitted to the Standing Committee after its vestry approval.
- c. Welcoming Ministry.
  - I. Joy reported on the success of nametags and plans to reinstate the Newcomers' Luncheon on a quarterly basis.
- d. Pastoral Care – postponement of July 23<sup>rd</sup> Sunday Forum

**C. New Business**

1. Investment Committee to make a report to Vestry in August
2. Several agenda items related to investments were postponed until August.
3. Four signers for Charles Schwab Acct. were established: People 's Warden, Treasurer, Immediate past Sr. Warden, Investment Committee Convener
4. Recent Bequests to St David's will be discussed at August vestry meeting after the Investment Committee establishes a procedure for the receipt of gifts.
5. Anne and Elaine reported that we are looking into finding a Sunday School teacher for 5-11 year-olds and Youth (volunteer vs paid) as well as childcare for infants and toddlers. Still in progress.
6. Discussed establishing a Budget Workgroup for forecasting budget to include a full-time rector. Wardens will appoint members to this group and asked for recommendations.

**D. Important Dates**

1. Eric Law Workshop – Saturday, July 22 from 11-3
2. Eric Law Workshop – Saturday August 5 from 11-3
3. Bishop Visitation: September 10, 2023
  - a. Five Adult Confirmations, two Youth confirmations, three baptisms (children)

Next Vestry Meeting: Aug 15, 2023

**Motion to Adjourn MSP                      9:17 PM**

**Closing Prayer**