

# Vestry meeting minutes

May 6, 2018, 1:00 pm

## **Present:**

Kieran Cannistra  
Karen Dollar, Treasurer  
Randy Ericson  
Ryan Hill  
Derek Moyer  
Maddy Ouye  
Anne Parks  
Paul Strand

## **Absent:**

Gary Allen, Junior Warden  
Barbara Brecht, Senior Warden  
Sue Davidson  
Tracy LeBlanc, Deacon  
Crystal Parker  
Kerlin Richter, Rector

## **Opening**

- Kieran opened the meeting at 1:01 pm.

## **Approval of April minutes [Kieran]**

- Derek moved to accept the 8 April 2018 minutes and Anne seconded. The motion passed unanimously.
- Remaining items from 8 April minutes:
  - We are scheduling a vestry retreat for October 13. Kerlin and Barbara will meet this week to discuss the retreat and will share more details with us.
- Remaining items from 11 March minutes:
  - Derek volunteered to write something about the master plan for the St. David's website and make sure it's prominent on the main page.
- Remaining items from earlier minutes:
  - Madeline recommended that Paul explore what need be done to improve our digital security, as recommended in the audit. He has a document of basic security practices that's already ready already and will mail it to Barbara and Kerlin.
  - Kieran to investigate giving by text. She will give an update during a future meeting.

## Approval of receipt of reports [Kieran]

- Randy moved to accept the May officer reports and Maddy seconded. The motion passed unanimously.

## Bike ministry proposal: [Jeanne]

- Jeanne was awarded a grant from the Episcopal Evangelism Society, which includes funding for a bike hospitality station outside the church. (St. David's is on a neighborhood greenway, and more bike-friendly changes are planned.)
- The plan: Permanently place a bike station in front of the church, so people can service their bikes, pump tires, etc. This would be paid for by Jeanne's grant; St. David's need pay nothing.
- Derek moved that we approve Jeanne's proposal to install the station and that Jeanne work with Gary (in Crystal's absence) to identify a suitable location; Anne seconded. The motion passed unanimously.

## Financial update information: YTD 2018 [Karen]

- We had a good month. Pledge was 107% of budget; plate was 130% of budget. For the year, pledge and plate are 94% of budget.
- Building use is 145% of budget.
- Building and grounds costs continue to be under budget, thanks to dedicated volunteers.
- We still haven't filled the children's ministry position, so staff is under budget.
- Non-event is at \$4,500 so far, with 23 donors. Last year was \$6,500 with about the same number of donors.

## Family camp [Kieran]

- Kieran reported that our first retreat / family camp was a success.
- Kieran noted that the retreat did use up the \$2k approved by us for the budget, to offset some costs and make the weekend affordable to families. \$200 or so will be coming back from the cleaning deposit.

## Parochial report [Kieran]

- Derek moved to approve the parochial report as presented; Randy seconded. The motion passed unanimously.

## Space usage update [Randy, Karen]

- Karen consulted with other churches to get figures for their building use rates.
- Barbara sent a letter to Taborgrass noting that, as of 1 June, 2018, we would no longer be sharing space.
- Randy met with Barbara and discussed a rate of \$75 per hour, with a two-hour booking minimum. They also discussed the need for a person to be available as event manager for building rentals; this person would let people in, be available in the case of questions or emergencies, and also help close the church back up after the event. This position would be built into the rental fee.

### **Music director job description [Kieran]**

- Kerlin, Barbara and Paul met to discuss a job description for a combination music director and choir director.
- Kerlin and Barbara then met with Ben to discuss the updated description.

### **EBOF grant possible proposal [Kieran]**

- During the meeting between Kerlin, Barbara and Ben, they discussed submitting a grant proposal to the EBOF for a program in which Ben would launch and manage a monthly evensong series featuring non-traditional choirs.
- Derek agree to write the grant proposal and Paul agreed to help him. The vestry will vote to approve the grant proposal electronically, when it is available. (Proposals are due 31 May, with awards determined no later than 15 July.)

### **Praying the Directory [Kieran]**

- We'll keep the same grouping for the next month:
  - As: Crystal
  - Bs: Paul
  - Cs: Randy
  - D-G: Sue
  - H-I: Gary
  - J-L: Ryan
  - Ma-Mc: Kieran
  - Md-Mz: Maddy
  - O-R: Barbara
  - S: Derek
  - T-Z: Anne

### **Rector's report, ministry updates, and mission and vision [Written report provided]**

- Please refer to Kerlin's written report.

### **Adjournment**

- Paul closed us in prayer. We adjourned at 2:07 pm. Our next meeting will be Sunday, 10 June at 1pm.

Respectfully submitted,  
Kieran Cannistra, vestry clerk