

St. Mark's Episcopal Church

Vestry Meeting

September 27, 2020

Members Present: Kate Flannery (guest), Kay Alexander, Jay Chok, Rev. Keith Yamamoto, Vicki Levario (clerk), Andrea Griffin, Jackie Wilds (guest), Julia Warren, Marcia Godwin, Ken Drew, Edwina Golightly

Members Absent: Kathryn Barbour, Larry Shade

Rev. Keith gave the opening prayer.

Meeting called to order at 1:10 PM.

Agenda approved. M/S/A

Parish Survey – Kate Flannery reported on the parish survey recently completed. The completed report will be sent to vestry members. 74 parishioners responded. See detailed excel spreadsheet. 84% reported attended the Facebook In-Spirit service.

Buildings & Grounds Committee has approved an Eagle Scout to do his project on the campus. Dale Biggs will supervise this project following all the guidelines.

Kate is researching the State website for definition for indoor worship service vs. an activity within the church such as a bell choir rehearsal. Blane Abernathy has requested this use. Rob Garretson has also requested the use of the church for the Youth Group. Permission slip and self-screening form will need to be completed for all youth attending. Kate believes we are ready for outdoor worship services but the Worship Committee needs to be involved in this decision.

The vestry will be the approving group for gatherings in the church. The Readiness Committee reviews all requests and works with the B&G Committee to facilitate the request.

Minutes from the previous meeting were approved. M/S/A

Acceptance of reports – M/S/A

Finance – Financial reports filed for audit. S/A

Buildings & Grounds Committee has requested approval for removal and trimming of trees - \$2,865.  
M/S/A

PPE purchase requested but not reviewed by Finance Committee yet. If funds are approved they shouldn't be spent until in-person worship begins. Need more details of this request before approval.

Old Business – In February, Karina Carretero (school parent) worked to get the church media exposure. Julia has a tribute for her work and needs to give it to her. Keith will be involved in delivering it to her.

Upcoming venues could be used to present this to her. Julia will discuss with her what she is comfortable with.

**New Business** – Andrea Griffin distributed information regarding qualities of vestry members. Three members are leaving this year and there is one open position. Vestry Discernment meetings will be scheduled over the next several months so decisions can be made timely. Andrea requested names of possible candidates be sent to her. Marcia Godwin was asked to consider extending her term. Sharon or Ed Muehlbacher and Jana Gardner were suggested. Preschool parents or grandparents should be considered. Connie Williams or Elizabeth James are possibilities. Guen Vinnedge is no longer an employee of the school and is now eligible. Gisele Tackoor was suggested but probably needs more time off from this responsibility and is currently active on the Preschool Board.

Preschool Board – Vestry members would need to approve potential pool of candidates for presentation to the Preschool Board. The model would be a Working Group that does the actual work. Jackie Wilds has a candidate for consideration. There are 16 students currently. There are 3 candidates currently eligible. Motion made to approve three candidates, Adam LaMonyon, Jay Chok and Gisele Tackoor and Vanessa Aguirre contingent upon conversation with Keith and a submitter bio. M/S/A

Ms. Fran submitted a letter inquiring about future employment as the third teacher for the preschool. She was furloughed from the preschool due to Covid-19. There currently is no need for another teacher based on enrollment. Vestry is not involved in decisions on hiring teachers.

Action Items – Keith needs a way to track follow-up action items for the upcoming month. Minutes should be sent out shortly after the meeting to allow time to address items.

Capital Campaign – Last year the vestry approved a capital campaign but no action occurred. St. Mark's has had two previous capital campaigns. The diocese is running a capital campaign using a private outside company. We can opt out of this or we can partner with them by hiring our own person or collaborate with them where we would split the proceeds with them with a 70/30 split.

Racial Justice and Reconciliation – There is a place for racial justice to be institutionalized. This could function without a vestry representative and could function as a ministry or committee. It would have an impact on the governance level for St. Mark's. There will be more information forthcoming. If you are interested in working on the planning committee let Keith know.

Action Items for this month:

Keith – Follow-up call with Mrs. Aguirre. Ask Derek about permission slip for parents to sign

Ken – Contact Carol Morgan for the PPE requested by the Opening Committee

Marcia – Attend Stewardship Committee meetings. Follow-up with potential renters and the County for further information.

Jackie – More positive attendance numbers for next meeting

Andrea – Schedule vestry discernment meetings

Julia – Contact Karina Carretero for delivery of her gift.

Edwina – Survey to check with parents and grandparents about Sunday School opening considerations

Kay – Outreach items, make a video for Sunday service and attend scheduled Zoom meetings.

Everyone – Give names for potential vestry members to Andrea.

Closing prayer given by Kay Alexander.

Submitted by,

Vicki Levario (clerk)