**St. Bartholomew’s Episcopal Church**

**Vestry Meeting Parish Office and Zoom Videoconference**

**Tuesday, November 19, 2024, 6:30 pm**

**PRESENT EXCUSED/ABSENT**

The Rev. Nina Bacas*, Rector* Polly Getz-Enos, *Chancellor*

Jerry Gray, *Senior Warden* JD Cowart, *Vice Chancellor*

Joseph Snodgrass, *Junior Warden*

Bill Angus, *Treasurer*

Anne Snyder*, Clerk,* remote

Helena Chan

Dan Crane

Parth Domke

David Goff

Brooke Grandinetti

Sofia Grandinetti, *Youth Representative*

Judy Macemon

Greg Moran

Steve Natoli

Will Smith

Donna Watson

Jacob Robling, *Pastoral Associate and Youth Minister*

**Gather Together:**

The vestry checked in. Steve offered an opening prayer.

**Consent Agenda:**

The consent agenda included the following items:

Approve Vestry Meeting Minutes of October 22, 2024

Approve October 2024 Financial Reports

With no objections, the vestry adopted the Consent Agenda as presented.

**Financial Discussion:**

* October Treasurer’s Report Bill Angus

See attached document, Treasurer's Report Month End October 31, 2024.pdf.

* For the month of October, income totaled $73,570, $843 more than September’s projection. The monthly result is attributed primarily to less than expected pledge income offset by greater than expected unpledged member contributions . YTD total income was $857,822, and $30,750 less than originally forecast primarily due to the timing of pledge receipts.
* October expenses totaling $91,933 are overstated by $5,750 due to an accounting error which will be corrected in November. The corrected expenses of $86,183 were $5,827 less than budgeted and $288 less than the September forecast. This resulted in a net loss of ($12,613). YTD expense totaled $851,662, $60,671 less than budgeted due to understaffing and resulting in year-to-date net income of $6,169 which is $29,920 more than originally forecast.
* The General Operating Fund balance sheet reflects liquid assets totaling $155,851 and payables and accrued expenses of $70,891. This results in $84,960 available cash for operating reserves totaling $94,347, which is a cash deficit of $9,387 needed to fund those reserves.
* The Columbarium Fund needs to be reviewed to determine if pricing is competitive with other churches so that it can be a source of funding.

**Motion:**  Accept the October 2024 Treasurer’s Report.

**The Motion was moved, seconded and unanimously approved.**

See Motion under **Action Items**

**Rector’s Report:**

See attached document, 2024 November Rector's Report.pdf

Mother Nina shared the following:

Sacraments & Worship:

-Baptism of Zoe Lee Virgil at the 5pm. Set an attendance record for this service with 82 people --Funeral for Mim Josephs

-Wardens , John-Luke and I made the decision to re-envision the first and third Wednesdays. Attendance at ReGen has been decreasing, and the strategic vision survey uncovered a need for a weeknight Bible study. We brainstormed an “Evensong Potluck Bible Study” for first and third Wednesdays 6-8pm using staff and volunteers.

Personnel:

-Jacob Robling started on Tuesday, November 6. He hit the ground running, jumping right into ministry.

-John-Luke is taking on the role of Communication Manager to ensure that we are effectively and broadly communicating our message and events.

Welcome and Connect:

-The Newcomers’ Dinner was a success with 18 newcomers, several Vestry members, John-Luke, Michelle and me. There were two people there that I had never met before. The youth and chaperones joined us for the buffet portion, bringing our total number up to 40.

Children & Youth:

-Trunk or Treat had 19 trunks and high attendance again (~175). Mike reported that we used up 300 cups, 9 gals of lemonade and 7 gals of water. This is a tremendous community outreach opportunity.

-Pageant and December caroling plans are underway. Jacob and John-Luke are involved as pageant leaders. We have a new script.

Fellowship:

-The Saints Alive luncheon to honor our veterans was a success with around 50 people as guests or helpers.

Diocese:

-Attended a Formation Leaders retreat at Camp Stevens with Charlette Preslar. Given a newly released Godly Play story “Jesus and the Women”

-Attended Diocesan Convention with our delegation at St. Margaret’s in Palm Desert.

Vacation:

-I will be away Thanksgiving week from Sunday afternoon to Friday evening.

**Discussion:**

* Ministry Liaison and Committee Reports
* Property Committee

See attached report, Property Committee November 2024 report to vestry.pdf

HVAC Bids. Four bids received. The pricing on the HVAC replacement for the low bid is about $10K higher than we thought last month, due to the brand of unit changing.  Requires a bit more work per installation (there are 8 units total). Total of $90K.

Wooden Trellis Dry Rot. Three bids received and the cost should be under $22K for the demolition, removal and the electrical work of removing and installing the existing lighting and cameras to the buildings from the to-be-demolished cross beams.

Stucco repair near the Chapel/Columbarium.

Chapel repairs should be completed in late November.

Columbarium repairs are needed. Since the wall needing repair is compromised by water seeping through the surrounding dirt fill. The concrete wall must be completely dry, then dig out the wet dirt behind each wall. Install a waterproof coating between the back of the wall and the dirt behind each wall. Let the waterproof barrier coating cure before replacing the dirt.

Carpet replacement (carpet squares). Three bids received for just over $20K including materials, sales tax and labor.

Church parking lot signage/building signage. Should be installed this month (in the next week or two), Building signage will be a 2025 initiative.

Bill noted that the three projects above will total $132K. The balance in the Long-Term Maintenance Fund ($178,558) will be $46,500, after these expenditures.

* Outreach

Greg informed the members that the following projects are accomplished or will be in the near future:

-The Tijuana House Build was completed on October 19.

-Thanksgiving Baskets are due November 24. Drivers needed.

-Interfaith Winter Shelter will be held at Temple Adat with St. Bart’s supporting them in either January or February, for a full month.

-The Advent Baby Shower for our Outreach Partners will be held in December.

* Strategic Plan Committee

Judy said the Sunday Forum on November 17th was well received. Thanks to Greg Moran for leading the forum. The vestry was provided with a copy of the Plan last Thursday. Vestry approval will be at the December meeting. The final revised Strategic Plan will be made available to the parish at the Annual Meeting in January.

* Stewardship Committee

Judy updated the vestry on the total pledge amount of $677K with about 154 pledgers.

Vestry members to be on phone panel December 3, 4, and 5 to call parishioners who have not pledged.

* Music Ministry

See attached document, Music Ministry Vestry Report november 2024.pdf

-Lux Aeterna concerts were lovely, but smaller attendance than hoped—next year just one Requiem concert

-New Zealand English Tea fundraiser

-Wednesday ReGen services were decided to transition into a different format in 2025, as Evensong Potluck Bible Studies, bi-weekly—led by Schola and/or cantor (alternating). Contemporary music will be worked into existing weekend services periodically.

-Danielle Evans concert 11/22, 7pm

-Advent Lessons and Carols 12/8, 4pm

-Messiah Sing-along 12/13, 7pm, and 12/15, 4pm

-A Christmas Carol 12/22, 4pm

-Christmas Eve Services

-2025 New Zealand Choir Tour Preparations

-2025 Musical Theatre Camp Preparations

* Welcome and Connect Ministry

See attached document, Welcome and Connect Ministry November 2024 Vestry Report.pdf

Donna shared November meeting Items discussed:

-Our Trunk and Treat was a huge success, but we are aware that it lacked one item- a welcome table for the Hispanic families that came. Our members that were fluent in Spanish helped to bridge the language barrier this year, but this should be implemented at other occasions in the future.

-Forty people- newcomers, staff, vestry and youth- attended the Newcomers Dinner on November 13. All enjoyed socializing, guessing the hymn, and learning fun facts about the Episcopal Church. The next Newcomer Dinner will be after the Lenten season and the second one late fall.

-The next Newcomers Brunch is scheduled for Sunday February 9 at 11:15am. Future ones will be every six weeks.

-Most of the meeting discussion centered around preparation for Christmas services. Blue Christmas is Thursday, December 19. Christmas Eve services are 4pm ( family service) and 7:30pm (traditional service) and Christmas Day 10:00am (no sermon). Expected attendance at each of the Christmas Eve services is 250. Will we need extra ushers and greeters? More parking next door? Hospitality at any of the services?

-Soon there will be ads in the local papers for St. Bart’s in the classified section and on the Church page advertising our Christmas service times. Expanding our social media sites to reach out to invite the younger people to our Christmas activities is also needed.

* Amend Articles of Incorporation Fund Request

The Parish approved, at the Annual Meeting of January 24, 2020, the St. Bart’s Bylaws being amended to change the Articles of Incorporation to add statutory (State of California) language to expand our nonprofit status from religious exemption to less restrictive nonprofit welfare exemption. The Finance Committee is recommending we engage a law firm, For Purpose Law Group, who works with nonprofits and is familiar with the requirements to file the change. The costs will be taken from the Vestry Reserves.

**Motion:** Approve up to $3,000 for FPLG to amend and file the amended Articles of Incorporation from Religious Exemption to Welfare Exemption.

**The Motion was moved, seconded and unanimously approved.**

See Motion under **Action Items**

**New Business:**

* Vestry Elections will be held at the Annual Meeting. Please reach out to church members you think will be a good choice to run. The e-News will run an article inviting parishioners to contact Mother Nina or Jerry.
* Early in January, the Strategic Plan Committee will meet with ministry heads to bring them up to speed on their part to implement the Revised Strategic Plan.
* Preschool Lease is signed, and deposit is received. Awaiting the Certificate of Insurance. Lease begins January 1, 2025, and classes begin February 1, 2025. Announcement to the parish at first services of the New Year, January 4 and 5.

**Action Items:**

**MOTION: Accept the October 2024 Treasurer’s Report.**

The motion was moved, seconded, and unanimously approved.

**MOTION: Approve up to $3,000 for FPLG to amend and file the amended Articles of Incorporation from Religious Exemption to Welfare Exemption.**

The motion was moved, seconded and unanimously approved.

**Closing Prayer:**

Donna closed the meeting with a prayer.

**Adjournment:**

The meeting was adjourned at 8:01 pm.

**Future Meeting/Events:**

Pledge Card Ingathering, November 23-24, 2024

Vestry Meeting, Tuesday, December 17, 2024, 6:30 pm.

Annual Parish Meeting, Sanctuary, January 26, 2025.

Respectfully submitted,

Anne M. Snyder,

Vestry Clerk