

## MINUTES OF THE MEETING OF THE VESTRY

APRIL 21, 2021

The regular meeting of the Vestry of Saint Michael and All Angels Episcopal Church convened on Wednesday, April 21, 2021, at 4:30 pm via ZOOM.

Vestry members in attendance were Blair Oden, Senior Warden; Stacey Malcolmson, Junior Warden; Richard D'Antoni, Warden-at-Large; George Baldwin, Louise Griffeth, Hallie Lawrence, John McFarland, Jr., Steve McKenney, Holly Pena, Darrel Rice, Carol Roehrig, Jack Rubarth, Ginger Sager, and Arnold Spencer.

Ex-officio members in attendance included The Rev. Dr. Chris Girata, Rector; Janice Bywaters, Treasurer and Nancy Wilbur, Clerk. Others in attendance were Rob Baber, The Rev. Ken Brannon, Steve Haal, Colleen O'Hara, Caroline Marak, Cassie Pericak, Christie Rodriguez, Meredith Rose and Stewart Thomas.

Blair Oden, Senior Warden, called the meeting to order, and Jack Rubarth opened with a prayer. Blair asked if everyone had read the Consent Agenda and asked if there were any questions. Jack Rubarth said that he did attend the Special Meeting of the Vestry on April 13, 2021, and his name will be added to those minutes. The March 2021 minutes of the Vestry meeting were amended and Blair made a motion to approve the corrected March 2021 minutes and the Consent Agenda. The motion was seconded by George Baldwin, and the motion was approved.

### RECTOR'S REPORT

Chris said the land lease has closed! We are focusing on reopening our church. Beginning Sunday, April 25<sup>th</sup>, we shall be able to have 50% capacity in all of our spaces. Groups can gather and, if the groups are small, do not have to wear masks if everyone has been vaccinated. The sanctuary can now accommodate 200 people without seat assignments, and communion will be given standing at designated stations. Our choir will increase in number and attendees can now sing (with masks) in church. We shall be offering in-person programs both for adults and children this summer.

Chris addressed the Feasibility Study, and he introduced Cassie Pericak and Christie Rodriguez who have been conducting church and preschool interviews. Cassie has finished 120 interviews with church parishioners, and Christi has completed 33 interviews with parents in the school, and they hope to have 60 school interviews completed in total. Chris said that over 500 people completed the online survey. Cassie said that there has been a very high level of engagement and feedback from our parishioners with a 35% response rate that is very high for this kind of survey (average response rate is only 10%). Chris said that the Vestry should expect to see the full report before the next Vestry meeting, and there are positive signs at this point for moving forward with the campaign.

Chris next addressed the Horizon Fund and construction plans and how to best explain them to the parish. He would like to have regular updates from the Vestry on any questions they receive about the fund to enable him to have more clarity in formulating responses to the most commonly asked

questions. He plans to have regular moments of clarity with the parish. Blair mentioned that he thinks that Chris is going to have to repeat the same answers over and over to the same questions. He suggested these succinct answers to the most common questions:

We own the land, and we are leasing it.

We have nothing to do with the construction.

We are the beneficiary of the lease payments that will change our perspective on M&O and the needs of our campus.

It has nothing to do with the Capital Campaign.

It is separate and apart from our annual Stewardship campaign.

Richard D'Antoni suggested that we need to differentiate the Horizon Fund from the Foundation explaining that the HF is a separate part of the Foundation and does not represent the entire Foundation. Stewart Thomas said that every quarter the fund is valued, and 4% of the corpus of the Horizon Fund is distributed, of which 1% is distributed each quarter. He said that his will be consistent with the investment policies of the Foundation. Rob Baber added that each month the distributable funds are calculated on 1/3 of 1% and that is the average of the beginning and the ending balances.

Chris then thanked the Vestry for past Saturday's retreat. He said that it was very helpful to him in putting together all of the past notes and looking at the 3-year picture in particular. All of the feedback has been distilled into 6 good ideas to do in the next 3 years. Chris will be able to go into our annual review with the executive staff and discuss what is or is not doable and then will report back to the Vestry regularly. General process is that once a year there is annual review in May where plans are made for the next school year. They do quarterly checks based on that May annual review. He would like the Vestry to mirror that rhythm. Every 3 months we shall have a review of the VTO, a report of what staff and other lay leadership groups are doing and how the 3-year plan is looking. He asked if there were any ideas that came to any members at the meeting and asked if they would like to voice that now. John McFarland said that he thinks we have a big opportunity as we welcome parishioners back to take advantage of their enthusiasm for being back on campus with renewed interest. We should be very thoughtful as to how we capture renewed interest and excitement that could really carry us into the next few phases of the Capital Campaign. Stacey then asked about the 10-year target. Will that wording be changed or is it firm? Chris said that he, Ken and the executive team would like to refine the 10-year target. Ken noted that although we will refine what we currently have, the goal is to not change a 10-year target every year. Once you get it, it is the arc of where you are headed but you probably will never reach it. Chris said that the highest target of the church should be something that is specific but that it is simple and completely understandable. The 10-year target is not our core focus but is a snapshot picture of what we are about.

Chris thanked Carol and Stacey for participating in the Saint Michael 101 Class last week. He said it was just great and full of families. To John's point, Chris said that there are many people who are realizing how important church is, and it is an opportunity for us to take part in that.

#### WARDEN'S REPORT

The Parochial Report was approved by the Vestry by electronic vote on March 30<sup>th</sup>, 2021. Chris addressed the few questions that were asked about the form itself as well as explaining the metrics and analytics used to gather information for the form.

Blair reminded us that this Vestry is the one that approved the North Land Lease that will change the outlook of our church's impact on our community for the next 100 years. He thanked all of those involved who worked so hard over the last few years. Again, he noted that this has nothing to do with the Campus Construction Plan which would have been done with or without the NLL. So, we have two exciting things that we shall be embarking on this year and also, we have received our first partial rent payment from Lincoln.

Going forward, Blair and Stewart Thomas and others will be setting up two committees, a Facilities Committee and an Outreach Committee, that will lead the distribution of the Horizon Fund's distributions. This will be brought to the Vestry for approval at the next meeting.

Blair wanted the Vestry to know that the Farmers Market was set up in its new location on the south side of the church last Saturday, and it was a huge success on opening day. He commended Tricia Stewart's excellent leadership of the market and asked all of us to thank Tricia when we can. Blair then reported that 8100 Lomo Alto is 100% leased, and that everything in the building is in working order.

Blair is anxious to get our Vestry group back together in person for our meetings but is still hesitant. Ken mentioned that the Bishop has given us permission to ask who has been vaccinated and who hasn't when thinking about reconvening our groups. However, we do not have permission to compel people to answer. He acknowledges that attendance is probably better online. There was a suggestion to ask Meredith to send out a poll asking about vaccinations. Caroline Marak offered that the Stewardship Committee has had the same discussion and is considering continuing online meetings because of better attendance, but they could possibly have quarterly fellowship gatherings in person. Blair said that we would continue this discussion.

JUNIOR WARDEN'S REPORT - No report at this time.

#### STEWARDSHIP REPORT

Caroline Marak reported that everything is going really well in their department. They are beginning their planning phase of ramping up for the fall. The quarterly statements have gone out to parishioners with a cover letter from Chris. Caroline said that she will send a summary of their meeting to those who could not attend and that Ross Taylor will join us in the fall when we meet.

#### FINANCIAL REPORT

Janice Bywaters, Treasurer, reported on the FC meeting held yesterday. The meeting began with Jonathan Ryan presenting a \$47,000 fund solicitation request for Saint Michael Presents. The request supports 2 concerts in the 2021-22 season, a Christmas and a Spring concert. This request has been presented annually for several years and the request was approved.

The FC also approved an unbudgeted expense request from the 75<sup>th</sup> Anniversary Committee for up to \$100,000 for various expenses associated with the anniversary celebration. As background, a year ago February, the FC approved the request but at that time the intention was to fund the projects and events through a direct ask to targeted parishioners. Yesterday, the FC approved basically the same request but approved funding any shortfall out of Lomo Alto reserves. It is not anticipated that the entire amount will be needed. Around \$25,000 was raised last year before the effort was shut down due to COVID so while

they will not continue formal solicitations, they expect more will be given. The FC and the Lomo Alto Board have approved this use of funds.

Blair suggested that we should have two separate motions on the table. Janice first made a motion to approve the \$47,000 request from Saint Michael Presents, and Darrel Rice seconded the motion. The motion was approved. Janice then made a second motion for a grant up to \$100,000 to be used for the 75<sup>th</sup> Anniversary Celebration, and it was seconded by John McFarland. The motion was approved.

Janice said that the financials for the first quarter 2021 look good. Highlights from the financial review include noting that current year pledges of \$2MM are remarkably close to budget and prior year pledges are way ahead of budget by \$66M. Several families paid their 2020 pledge after the cut off resulting in this overage. At 3/31, revenue is \$55,000 ahead of budget. Looking at expenses, most areas show positive variances. It was noted that this is not necessarily a good thing because one driving factor is that SMAA has not found the right person as Director of Engagement. Pastoral Care, Parish Life and Outreach are all under budget, and we hope to see that change as the Dir of Engagement position is filled. The only area that was over budget for the month is Operations and that is due to the expense associated with the tent rental that was approved last month. This is not seen in YTD numbers as Operations is under budget due to being short 2 sextants. The bottom line is that the quarter ended with \$166M positive variance.

#### NEW BUSINESS

Rob Baber congratulated Caroline Marak for being invited by the presiding Bishop's office to participate on a national giving board on behalf of the presiding Bishop. Caroline thanked Rob and said that she will be one of 10-15 volunteer advisors to the Office of Development for The Episcopal Church. She noted what an honor this is, and she thanked everyone involved in Stewardship at Saint Michael for supporting her. She said that she will be able to represent Saint Michael at the national level and bring our successes to the table.

Steve McKenney mentioned that after the Vestry meeting, he was going to attend the Jubilee volunteer event happening at the same time as our Vestry meeting. George Baldwin said that M&O was very successful with the baskets for Austin Street Center at Easter, contributing over 180 housewarming baskets (250 baskets were collected). It was a great outpouring of support from the Parish.

Blair called for the meeting to be adjourned.

Respectfully submitted,

Nancy Wilbur  
Clerk of the Vestry