

**The Episcopal Parish Church of Saint Michael and All Angels**  
3233 Pacific View Drive Corona del Mar, CA, 92625

*The Rev'd Shane Scott-Hamblen, Presiding Officer*

**Minutes of the Vestry Meeting**

**10.April.2024. 5.00 pm**

**Present**

The Rev. Shane Scott-Hamblen

Clerk/Hospitality- Colette Spence

Finance/Stewardship - Sue Ahearn

Mission - Clyde Dodge

Building Project/Real Estate - Jill Draffin

Finance/Stewardship - Cathy Dunlap

Building Project/Real Estate - James Mead

Treasurer – Stacie Tibbetts

Membership/Growth/Diversity - Jim Headley

Jr. Warden - Julie Sheffield

Building & Grounds -

**Apologies**

Communication/Advertise - Susan Brown

Education - Brooke Pauley

Sr. Warden- Mark Peterson

1. Opening Prayer read by Shane+, opening the meeting at 5:05pm.
2. Minutes from March 2024 Meeting were reviewed.
  - 2.1 Stacie moved to accept the March 2024 minutes with corrections. Father Shane seconded the motion. Motion passed.
3. Reports
  - 3.1 Rector's Report
    - Organ Restoration – will hopefully be done by July. Lukas had hoped it would be sooner. He will be gone all of June. When he returns and the organ is restored, he will give a concert. It will be a fundraiser. We should have the organ for our patronal feast – September 29. He is already planning the Schubert Mass in G for the occasion.
    - Fr. Shane thanked everyone for Holy Week – many, many people helped and attended.
    - Rector's Schedule: He will be away May 4-8. By agreement, Vestry moved to May 15, at 5pm.
  - 3.2 Treasurer's Report- Stacie Tibbetts

- Stacie sent out the Finance Report before the meeting and asked if there were any questions about the report. She reported that we are slightly ahead, year-to-date.
- Parish fee schedule – there was a line-by-line discussion. It was proposed that the amount for non-Parishioner weddings be an all-inclusive fee. \$4K was suggested. It was also suggested the amount for Funerals be bundled, with less for parishioners.
- **Motion:** To accept the fee schedule as amended. Moved by Sue and seconded by Cathy. **Discussion:** Concern was expressed – we should have a separate list for Parishioners vs non-Parishioners on the website. Julie is willing to work on brochures for weddings and funerals. Motion passed.
- Stacie reported on investment possibilities with Merrill Lynch and with Schwab. Money would be taken from our ML account and our main Chase account for investing in money market funds.
- **Motion:** Stacie moved that we transfer up to \$150K from the Merrill Lynch checking account to a Merrill Lynch Money Market account (currently earning 4.92% interest). Jamie seconded. Motion passed after discussion.
- **Motion:** Stacie moved that we transfer up to \$130K of Vestry Designated funds from our Chase checking account to a Schwab Money Market account (currently earning 5% interest). Jamie seconded. Motion passed after discussion.
- **Motion:** Colette made a motion to accept the Treasurer’s Report. Jill seconded the motion. Motion passed.

#### 4. Other Reports

4.1. Senior Warden Report- Mark Peterson – away, no report.

4.2 Junior Warden Report- Julie Sheffield

- The Red Cross has approved us for the blood drive on September 11. It will be from 8 to 2. She is looking for help.
- Parish and guest responses to Holy Week were very positive.

4.3 Building Project/ Real Estate Report – Jamie Mead and Jill Draffin

- The Gordon School lease has been signed. They are meeting on Tuesday and will discuss the playground.
- A meeting was held with the Diocese regarding the building project. Jamie expressed concerns about Jamboree Housing and the types of projects they do. Several people will be touring a facility Jamboree has built. Currently the purpose is fact-finding and analysis. We are also considering Brandywine – on hold for now. Also looking at possible Senior housing in the affordable housing arena. Discussed housing for teachers. Following up on the person Julie talked to. The zoning process can be long. Lease (income) would start when permits to build are approved. Could be 18 months to 2 years from now.

- 4.3 Growth & Membership Report- Jim Headley
- Jim Headley passed out a hard copy of his report which he read from. He also will send an email. He is working on a marketing plan and a communication plan (in collaboration with Norris Battin and Susan Brown).
  - **Motion:** Jill moved we adopt the proposed strategy in the report, and Sue and Stacie seconded. Motion passed.
- 4.4 Hospitality Report- Colette Spence
- Thank you to all for the help at Easter. Especially thank you to Julie. During regular Sundays we are back to coffee and snacks with the We Serve ministry. Please sign up.
  - Fr. Shane would like to get dinner groups going. Colette proposed the idea of a passport with dinners taking themes of different countries.
  - Holding a tea for our nonagenarians again was discussed.
- 4.5 Mission Report- Clyde Dodge
- The red wagon is back – we are collecting soup in April. There will be a different item each month. The Commission is meeting quarterly via Zoom. The next meeting is May 7.
  - Father Shane suggested in the summer we have a parish movie, and the admission is to bring canned food.
  - The ESA cupboard/pantry was mentioned. It is kept stocked with food for those in need.
  - It was mentioned that Louise has been involved with Kiva, which is a micro loan organization. Small loans are made to help people start a business. The money is paid back and then reinvested in another person or group.
  - Clothing donation drop locations were discussed. Also, there is a group that takes donations, weighs them and pays by the pound for them. Julie will send the information. It was noted that there is a company in OC that does this.
- 4.6 Stewardship Report- Cathy Dunlap/Sue Ahearn
- Sue and Cathy passed out a table of financial info – does everyone want all this information? Yes, although it was agreed that the monthly columns would be a rolling three months.
  - There was a discussion of the pledge target for this year. Also, the suggestion that people can be reminded that they can pledge at any time during the year.
5. Other Business
- Jamie asked if there was a projection out three years for the budget. Stacie said she would work with Maile on this.
  - The concept of a Time and Talent Ministry Fair was discussed with possible dates suggested.
  - Next Vestry Meeting is Wednesday, May 15, 2025, at 5:00 pm.

Closing Prayer said by all at 6:50 pm

Additional Reports (provided by email):

**Junior Warden Report:**

Came to light on Easter Vigil that I do not have a key to the property. Might should have one.

Parish and guests very positive about Hoy Week.

My participation in Holy week did include coordinating the receptions with Colette and Gail Haghjoo, former Vestry Hospitality Coordinator. The congregation accepted me and clipboard for contributions, so no funds came from budget. \$380 was the total in \$ donations and numerous people chose items to make, buy and bring in addition.

\$200 rec'd by a check and an online donation, and I have put in a request with receipts to Maile for reimbursement to my credit card.

Saturday Evening Baptism was interesting- I arrived early to decorate the tables and fix the after service food offerings.

We were told the family was bringing a cake and some champagne. We also have the tradition of a cake,(Susan c. coordinates it.) I planned to some savory appetizers, and team agreed to add champagne.

I would have appreciated knowing that we had 'celebrities' coming - There were a few odd moments; had I known in advance, I would have rallied more live helpers and I would have done everything even earlier in advance, not ended up working around a camera crew, feeling rather homespun...

Best foot forward- I told the 'Real Housewives Couple' to bring all the lovely baptized children back to experience Godly Play...

**Christian Education**

Vestry Report  
April 10, 2024

Brooke Pauley, CE Vestry Chair  
Education

Susan Caldwell, Director of Christian

**Adult Education**

Sunday Conversations: Continues with Prof. Jean-Pierre Isbouts, The Historical Jesus.

Upcoming: Dramatic reading of *"Thy Zeal of Thy House"* By Dorothy L. Sayers

Thursday Conversations: Sarah Rosenson's Marc Chagall, Zoom four Thursdays in April.

Tuesday Night at Mikes Diana Butler Bass on *"Gratitude"*

Men's Group Currently reading Montaigne: *The Promised Land of Error* by Emmanuel Le Roy Ladurie.

Bible Challenge- On Rest for the month of April

Inklings *"Lion, the Witch and the Wardrobe"* by CS Lewis

*A big Thank You to Fr. Shane for Lenten Suppers, Anglicanism 101 and The Benedictine Way!*

**Children's Ministry**

Godly Play continues with great support from the Godly Play Storytellers and Helpers.

Kristy Kiper, Marjie Blevins, Elizabeth Henry, Julie Sheffield, Jan Cannan, Brooke Pauley, Skylar Mineshima, Susan Caldwell

There were 13 children present for Easter Morning! A fun time was had by all searching for Easter Eggs in the classrooms due to the rain.

Susan Caldwell has moved Saint Michael's Nursery to the Red Room.

Children's Sunday School welcomes Gordon's T-K class to Saint Michael and All Angels.

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**Youth Group** had a fabulous time bowling in the month of March at Irvine Lanes.

**College** Canterbury Irvine met on Zoom this week to plan their last two events of the year. All the student leaders will be returning for the 2024-2025 calendar year which is good news for Canterbury Irvine/Community Table!

### **Communications Report**

For Vestry meeting of 4/10/2024

Susan Brown

1. Thanks in particular to Jamie for arranging the production of an Easter banner and to Clyde for ensuring that the proper banners are hung.
2. On the survey, Wayne is providing me with the data we used for our congregational survey so that we can see what we have asked the parish in the recent past and determine what information needs to be updated.
3. Now that Lent and Easter are past, I would like to encourage the congregation to change passwords on Breeze to try to forestall any new hacking attempts. We may be shutting the proverbial barn door after the horse is out, but many of our passwords are weak. If you think the effort may be too confusing, please let me know.
4. Jim Headley, Norris Battin, and I will meet to discuss their marketing and advertising initiatives.
5. Wayne Hastings has begun building a new website for the parish, mainly because of the rising cost of the existing platform. Since he works part-time and this is a time-intensive endeavor, he requests that Vestry members postpone requests that do not need immediate attention or shunt them through me. The website will look much like the current one.

I will need to attend this Vestry meeting remotely. If someone with a laptop could accept my offer of a Zoom meeting at 5:30 p.m. PDT, I could join in. Thanks!

<https://uci.zoom.us/j/94220124049>