

**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**

**12.June.2024. 5:00 pm**

**Present**

The Rev. Shane Scott-Hamblen  
Junior Warden – Julie Sheffield  
Clerk/Hospitality – Colette Spence  
Treasurer – Stacie Tibbetts  
Building & Grounds - Open

Senior Warden – Mark Peterson via Zoom  
Christian Education – Brooke Pauley  
Communication/Advertise - Susan Brown  
Finance/Stewardship - Sue Ahearn

**Apologies**

Building Project/Real Estate – Jill Draffin  
Building Project/Real Estate - James Mead  
Membership/Growth/Diversity – Jim Headley  
Finance/Stewardship – Sue Ahearn  
Mission - Clyde Dodge -Arrived at 6:00pm

1. Opening Prayer read by Stacie, opening the meeting at 5:09 pm.
2. Minutes from the May 2024 Meeting were reviewed.
  - 2.1 Colette moved to accept the May 2024 minutes as presented. Susan seconded the motion. Motion passed.
3. Reports
  - 3.1 Rector's Report
    - Shane + met with a 2nd plumber regarding the gas lines (Jamie helped with the plumber). Repairs look extensive on the 3" gas lines. Plumber will come up with a quote. Thinking about dividing it into 3 sections to find the trouble area to narrow down the problem.
      - Louise brought up not using the gas
      - Will church insurance cover the cost? Need to ask Maile.
    - Organ builders here knocking down walls. The contractor is going to do a quote to enlarge the organ chambers above the sacristy. Shane + made sure to remind them we are on a tight budget.
    - Shane + will be gone June 24th-July 2nd.
    - In the safe was a box of funeral arrangements that had been prearranged. Cathy took the box.

- This coming Sunday is Youth Sunday and Father's Day. Gifts needed.

### 3.2 Treasurer's Report- Stacie Tibbetts

- Financials: Stacie sent out the Finance Report before the meeting and asked if there were any questions about the report. No Questions. We are ahead for the year but she reminded us that this is the time of the year when we hurt because people are vacationing and attendance is down.
- Choir: Scott has been functioning as the **Choir Leader(?)**. We need to come up with a job description for the position.
- Music: Susan would like to create a brochure with dates of upcoming music events to hand out this week (Patronal Sunday on Sept. 29th, Nov. 4th for the Austrian and St. Michael's choirs concert, All Saints Day on, Nov. 3rd). QR code for Friends of Music
- Endowment Fund: Stacie explained the Endowment Committee recommends that we do not resurrect the Endowment at this time. Brooke suggested we put a date to review the Endowment Fund.
- Motion: Susan made a motion to accept the Treasurer's Report. Cathy seconded the motion. Motion passed.

## 4. Other Reports

### 4.1. Senior Warden Report- Mark Peterson

- Jill sent out a report regarding real estate. They toured a Brandywine facility. It was beautiful.
- Jamie will be getting on a Zoom meeting with the bishop to see if a land lease is really our only option.

### 4.2 Junior Warden Report- Julie Sheffield

- Blood Drive: Julie talked about the Blood Drive on Wed. 9/11. This is something very important to her. She needs people to help.

### 4.3 Building Project/ Real Estate Report – Absent

### 4.4 Communication – Susan Brown

- St Michael sign: The sign that we have been talking to the city about has been taken down. The city will put up a new sign. We discussed the wording of the sign (St. Michael Episcopal Church)
- Vestry Photo: We need a vestry photo.
- Concert Promotion: discussed earlier under Finance Report
- Questions from Wayne.
  - Do we need a private Facebook page? No, close it

- Where we currently have the 3 QR codes could be moved in the bulletin to save space. Susan suggested to the back of the bulletin.

4.5 Growth and Membership – Jim Headley Absent

4.6 Mission – Clyde Dodge Arrived at the end of the meeting and summarized his report

- Mom's OC- diapers are in father Paul's old office (Methodist Church diaper drive).

4.7 Stewardship Report- Cathy Dunlap

- One of our members needs to cut their pledge in half due to a family situation.
- Reminder to be mindful of summer pledge donations.
- Give Shane + a quarterly report of pledges.

4.8 Education Report- Brooke Pauley

- As mentioned earlier, Youth Sunday is the upcoming Sunday.
- VBS is coming
- Tuesday Night Group is enjoying the current book.

4.9 Hospitality Report- Colette Spence

- I thanked everyone for their help with Barbara Stewart's Farewell Brunch and for the brunch on Cinco de Mayo

5. Other Business

- There will be no meetings in July and August unless something important comes up and a meeting is needed.

Closing Prayer said by all at 6:12 pm

