

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

11.September.2024. 5:00 pm

Present

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| The Rev. Shane Scott-Hamblen | Clerk/Hospitality – Colette Spence |
| Communication/Advertise - Susan Brown | Finance/Stewardship - Sue Ahearn |
| Finance/Stewardship - Cathay Dunlap | Mission - Clyde Dodge |
| Building Project/Real Estate – Jill Draffin | Education- Brooke Pauley |
| Membership/Growth/Diversity – Jim Headley | Building & Grounds - Open |

Apologies

Senior Warden – Mark Peterson
Treasurer – Stacie Tibbetts
Junior Warden – Julie Sheffield
Building Project/Real Estate - James Mead

1. Opening Prayer read by Shane +, opening the meeting at 5:10 pm.
2. Minutes from the June 2024 Meeting were presented.
 - 2.1 Jim moved to accept the June 2024 minutes as presented. Jill seconded the motion. Motion passed.
3. Reports
 - 3.1 Rector's Report - Shane +
 - Housekeeping items:
 - Shane + asked that we give him a hard copy of our reports moving forward.
 - We have two new schools renting space from the parish.
 - Organ: we are nearing the finish line. It may be playable by this weekend, Sept. 16th, but it may not be tuned. May hold off until the following weekend to play since Lucas is gone this weekend.
 - Carpenter: Mr. Fitch, the man who built the large cross, is trying to work on a key for the front door and possibly stain the altar to match the altar. Shane + also brought up the idea of railings to the altar for safety for the two steps closest to the altar.

- Paul Hoag: The funeral for Paul Hoag will be held on Saturday, September 14th. He did not leave us everything after all. He never signed the new will. We have no recourse in the matter.
- Gas leaks: We still have gas leaks. We need to address this now rather than later. Are there alternatives? Jim offered to work on it and will discuss it with Shane + and Jamie as they both have some information.
- Coral Trees: We have a quote of \$2,600 to trim the two Coral trees from Phillippe. We need to get a couple quotes. Colette and Jim said they would ask their tree trimmers.

Motion: Brooke made the motion was made to get the two Coral trees trimmed for up to \$2,600. Jill seconded the motion. The motion was passed

- Upcoming events: We were reminded that the vestry members need to make an appearance at the events.
- For Lease sign: It was suggested and agreed upon, tha the For Lease sign be taken down.
- Handyman: Brooke's mom is sending a handyman to sand down the raised concrete and hopefully the cement by the door of the south wing as well as hopefully fix the bathroom door in the gym's bathroom.
- Bathroom Cleaning: Susan Westrom will continue to clean the bathrooms three days a week unless it becomes a problem or too much for Susan. No outside service at this time.

3.2 Treasurer's Report- Stacie Tibbetts - absent, report sent via Email

- Financials: Things are looking better than anticipated. Deficit was smaller than expected.
- 2025 Budgets: There was a discussion on how next year's budgets would be set. Will it be a Zero Budget again? Shane + worries about the burn out of volunteers. Shane + suggested we take this year's budget and talk with each committee about how money was spent. Does your committee need more or can we work with our current budget?

Motion: Brooke made a motion to accept the summer financials presented by the treasurer in absentia. Jim seconded the motion. The motion was passed.

- Sue said Shane's + suggestion about looking at this year's budget is good. Look at what was used by each group. Is there any difference in this year's budget and what is needed next year..

3.3 Senior Warden Report- Mark Peterson - absent

- 3.4 Junior Warden Report- Julie Sheffield - absent
- 3.5 Building Project/ Real Estate Report – Jill Draffin (handout)
- We are continuing to explore the use of excess property to the benefit of the Parish.
- 3.6 Communication – Susan Brown
- Fliers & Banners: Fliers for the upcoming concert series have been handed out. Banners for Blessing of Animals will be put up.
 - Facebook Ads: Susan brought up advertising on Facebook and Instagram. Facebook ads are \$15/day for a 30 mile radius. 50 days for \$750. Maybe we could get donors to help with the cost.
- 3.8 Education - Brooke Pauley - report submitted
- Gym ceiling: Susan mentioned that the ceiling is dropping.
- 3.9 Growth and Membership - Jim Headley
- Name Tags: they are printing up name tags for parishioners.
 - Welcome Packets: They have made up welcome packets for newcomers. They will be handed out by the ushers.
 - Mailing List: Jim is working on a mailing list.
 - Parish Development Group: A group has been formed. They have already had a first meeting. It was formed to support the rector, his vision, and ideas. They will be meeting with Shane + on the 16th of September. This group will be beholding to the vestry.
- Motion**: Jill moved to accept the Parish Development Group. Sue seconded the motion. Motion passed.
- Brooke brought up what happens with the next vestry/
- 3.10 Hospitality - Colette Spence
- St. Michael's Day Brunch: A brunch will be provided after the service on September 29th.
 - Friends of Music: What are the thoughts regarding food for the concert series. Possibly catered.
- 3.11 Outreach/Mission - Clyde Dodge
- August's Fruit Collection: The collection of fruit was underwhelming.
 - MOM's OC: Collecting safety devices for MOM's OC.
 - Upcoming Collections: For the month of October we will collect per supplies. For November, canned vegetables and beans.

3.12 Stewardship - Cathay Dunlap & Sue Aherns

- Sunday Bulletin: A message regarding Stewardship will be in the bulletin.
- Pledges: Pledges are on track despite the passing of 1 person and a cut of 50% of another expected pledge.

4. Other Business

- Plans for our committees for the next year are needed.

Closing Prayer said by all.