

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

8.January.2025. 5:00 pm

Present

The Rev. Shane Scott-Hamblen
Senior Warden – Mark Peterson
Clerk/Hospitality – Colette Spence
Mission - Clyde Dodge
Education- Brooke Pauley
Membership/Growth/Diversity – Jim Headley
Building & Grounds - Open

Treasurer – Stacie Tibbetts
Junior Warden – Julie Sheffield
Finance/Stewardship - Cathay Dunlap
Building Project/Real Estate – Jill Draffin
Building Project/Real Estate - James Mead
Communication/Advertise - Susan Brown

1. Opening Prayer read by Shane+, opening the meeting at 5:0 pm.
2. Minutes from the December 2024 Meeting were presented.

Motion: Jill moves to accept the December 2024 minutes with a change from the word help to the word support. Stacie seconded the motion. Motion passed.

3. Reports

3.1 Rector's Report - Shane +

- **Discernment Committee:** Pat Albers addressed the Vestry about how they came to their decision about St. Michael's sponsoring Brooke. The Vestry talked about what comes next if we decide to sponsor Brooke. The next steps in the process were outlined.

Motion: Mark moved that we recommend Brooke for the next step in the discernment process. Susan seconded the motion. Motion passed.

The committee was thanked by both Shane+ and Brooke. Brooke also thanked Father Shane.

- **Heating:** Last Sunday (1/7/25), the church was cold and Shane's+ friends from New York asked how much it would be to fix the gas lines. Shane+ told them about \$30,000. His friend said he would pay to have it fixed and still give money for Music.

- Music Donation: Shane's+ friend is expected to make a donation to Music. It may be that half will go to liturgical and ½ to Friends of Music.
- Norris Battin: There will be a funeral held on January 18th at 11:00am for Norris. We will be getting money from a trust through the Episcopal Foundation.
- Inaugural Organ Recital: There will be an organ recital on January 25th at 4pm. The problem with the organ seemed to be electrical. The facade is not finished. We are holding payment until all is finished. The physical is not finished, but the electrical is complete. Susan asked about a program for the concert.
- Baroque Music: Norris had a connection with the Baroque Music Festival. They want to partner with us. We want to know how to advertise our music events better.
- Lenten Concert: Mini orchestra on April 5th. They are doing the Stabat Mater. Please come and support.
- Town Hall Meeting for Education: Getting all groups together on January 19th after mass.
- Annual General Meeting: The AGM will be held on February 9th after mass. Committee reports need to be in ASAP.
- Vestry Nominations: Five parishioners needed for the Vestry. Looks like we have Tom Nicholson, Ali Haghjoo, Elizabeth Henry, Steve Gribben, and Brian Robinson.

3.2 Real Estate & Building Project - Tom Nicholson Presentation of one possible approach

- 20% affordable Housing
- Minimum of 72 units for a favorable light with the City of Newport Beach
- Issues of height limitations and parking.
- Application submitted today to the city - this gives us a reservation with them.
- Financial analysis needs to be done (What are the costs, potential rents, distilled down to the value of the land).

Motion #1: Colette moves that the Vestry authorize discussions with OC Academy for a one or two year renewal. Mark seconded the motion. Motion passed.

Motion #2: Mark moves that the Vestry authorize continued pursuit of preliminary real estate project entitlements (note this does not include a request for additional funding beyond the funds approved in 2024). Julie seconded the motion. Motion passed.

Motion #3: Mark moves that the Vestry authorize a submittal request to the Diocese for approval of a plan (a) to monetize a portion of the SMAA property through financing, sale, lease or joint venture arrangement, (b) set-aside a portion of the proceeds for critical needs and deferred maintenance issues at

SMAA, (c) set aside and transfer to the Diocese a portion of the proceeds in a Diocesan fund that would provide “seed money” for affordable housing projects planned by other parishes in the Diocese, and (d) establish an endowment-type fund with the remaining proceeds, with the understanding the SMAA would receive the income and/or a percentage share of the fund each year for budgeted expenditures, and would have access to the principal of the fund as needed, with the reasonable approval of the Diocese. Jim seconded the motion. Motion passed.

3.3 Treasurer’s Report - Stacie Tibbetts

- We ended the year with a smaller deficit than was anticipated.
- Our income was up significantly.
- Overages were for choir and music.
- We had a lot of unexpected donations in 2024, including a lot of in-kind giving.
- The proposed budget for 2025 also reflects a deficit as income is down versus expenses.

Motion: Stacie moves that the proposed 2025 budget be adopted as presented. Jill seconded the motion. Motion passed.

Stewardship Report - Cathay Dunlap- see emailed report

- There are 57 pledge units, including 6 new ones.
- We still have a few pledges that were made that have not been fulfilled.

Motion: Colette moves to accept the Treasurer’s Report as written. Cathay seconded the motion. Motion passed.

3.4 Senior Warden Report - Mark Peterson

- Gas Line: The plumber that was lined up to fix the gas line backed out. He did not want to have to have permits. Tom Nicholson’s friend has someone to come and bid for the job.
- Palm Trees: The cord for the lights on the palm trees is not safe. It will be fixed.
- Reference Letter: Susan Caldwell asked Shane+ and Mark to write a reference letter for her. The Vestry said yes to that.
- Julie asked about striping the parking lot and having it resurfaced. Brooke said she will check with Raoul.

3.5 Junior Warden – Julie Sheffield

- Julie is glad we will consider the striping of the parking lot.

3.6 Real Estate/Building Project – Jill Draffin (Tom Nicholson Presentation) nothing to add

3.7 Communication - Susan Brown

- A new website is being worked on by Wayne.

3.8 Education - Brooke Pauley

- Brooke commended Shane+ and Mark for doing a hard thing in relation to the Christian Education position.
- Some people were very surprised about the financial problem and the need to cut the position.
- It is an opportunity to reimagine the education program.
- Feels the Good-bye and Move Forward should be separate meetings.
- Even though she is leaving the Vestry Brooke will stay involved in the education program.
- Julie noted that Godly Play is planned through June.

3.9 Growth & Membership - Jim Headley

- Jim reviewed the report he sent through email.
- Continues to make badges for people as needed.
- Plans a new directory and newcomer brochure.
- “All may”, “None Must”, “Some Should” - part of a discussion about our motto.

3.10 Hospitality - Colette Spence

- The gathering after the Christmas Eve Mass went well. There were about 15-20 people. Gail made a great cake.

3.11 Mission Outreach - Clyde Dodge

- The collection for the family the parish adopted for Christmas was somewhat successful, but less than in previous years.

4. Other Business

- The commission’s yearly reports are due January 15th to Mark and Shane+
- Jim brought up that he saw a church that had a flag pole that was a T shape that could hold multiple flags.
- Brooke praised everyone for a positive year.

- Next meeting will be held on February 12, 2025.

Closing Prayer said by all. Meeting ended at 7:38pm