

The Episcopal Parish Church of Saint Michael & All Angels

3233 Pacific View Drive
Corona del Mar, CA 92625

The Rev'd Dr. Shane Scott-Hamblen, Presiding Officer

Minutes of the Vestry Meeting June 11, 2025

MEMBERS PRESENT

The Rev'd Dr. Shane Scott-Hamblen
Clerk – Steve Gribben
Brian Robinson
Cathy Dunlap
Susan Brown
Tom Nicholson

Junior Warden – Jill Draffin
Ali Haghjoo
Elizabeth Henry
Pat Albers
Jamie Mead

MEMBERS ABSENT

Mark Peterson
Jim Headley

1. Opening

1.1. Prayer by Shane Scott-Hamblen opened the meeting at 5:00 p.m.

1.2. May 2025 Vestry Minutes approved by unanimous vote.

2. Rector's Report

2.1. **Bishop Search.** Father Shane noted that the application profile went public just before our meeting.

2.2. **Events.** Upcoming events noted. Burton Karson's Requiem Evensong June 23, Organ Trumpet Voice July 6, Choir Concert September 28, Patronal Festival November 9, Nov. All Souls Requiem TBD.

3. **Assistant Treasurer.** We received a bequest from Burton Karson for Friends of Music for \$10,000. The July 6th concert is being paid for by Friends of Music.

4. **Senior Warden Report.** No report given at this meeting.

5. **Junior Warden Report.**

- 5.1. **Leak in Backflow.** Jill noted that a plumber advised that we should put a cage around the backflow to prevent it from cracking in the future. The cost would be \$1,500. Jill asked if we can we pay this out of the deferred maintenance budget.
- 5.2. **Gates into Memorial Garden.** Jill suggested that these should be self closing. She also suggested that we need to put up a sign at the gates.
- 5.3. **Parking.** Jill noted that United Methodist Church would like to use 16 parking spots during the summer. They would like to use these spots for one Parents Day as well. Jill questioned if we should charge for these spots. Vestry agreed that we should not charge, but no formal motion was made.
- 5.4. **Phone System.** Jill suggested that we need a way for the phone to be answered by an auto attendant.
- 5.5. **School Tenant.** Jill noted that we received a new lease proposal from Seashore Academy. Seashore supports parents that are home schooling. Seashore has 100 students, but not all are on campus at all times. Seashore is seeking to lease the premises for five days a week, 7:30 am – 9:00 pm. Seashore will need to get a Conditional Use Permit. They are seeking access to the library, conference room, and various outside spaces (all patios included). They also want to fence in the grass area near the street on the nursery-side of the campus.

Jamie made a motion to approve the following terms in the lease negotiations with Seashore:

- \$13,000/month
- 1 month free
- 3% annual escalation
- \$15,000 initial renovation budget
- Use of space to be allowed until 5:00pm
- 36 month term
- 24 month option to extend, with St. Michael's having a right to cancel the option
- Permission to fence the requested grass area outside the playground with their own fence, so long as they remove it when they leave
- Permission for Seashore Academy to place a sign outside the Lincoln Driveway

Jamie's motion was seconded and unanimously approved.

6. **Building and Grounds.** Brian mentioned that we are going to work on self closing gates, gate signs, and a sign for of church. Father Shane also requested a handrail up to the alter.
7. **Communications.** Susan stated that we will have banners for the Rutter concert. She also noted that we are boosting the concert on Facebook and Nextdoor. Father Shane suggested looking into radio ads with KUSC. Susan also stated that we will have promotional flyers for Burton's

event.

8. **Education.** Elizabeth reported that we are having “Summer with the Saints”.

Ali noted that he Kim will be continuing with the Sunday conversation program with Ali’s help.

9. **Growth and Membership.** No report for this meeting.

10. **Hospitality.** Elizabeth stated that we ran out of food at Pentacost. She also noted that we should ask people over the summer to find a favorite recipe for the upcoming Sept 28th event.

11. **Mission/Outreach.** Ali noted that we are going to use the \$100 surplus from our recent fundraising campaign to pay for bus passes for Mom’s OC. Further, Clyde and Ali decided to ask for cans of fruit for July and pasta for August. Finally, Ali passed out the photo directories. One was categorized by family and another by individual.

12. **Real Estate Project.** Jamie and Tom offered a status update on the church’s real estate project.

The issues covered included:

- a. **Potential Requirement for Traffic Study.** Tom noted that we have not been told if we need a traffic study by city staff if we build senior housing. He said we would need a traffic study if we build a market rate project.
 - b. **Optional 4th Story.** Tom raised the question as to whether we might submit our permit application with a building plan that has an optional 4th story. Tom suggested this might be a path forward. If there is underlying resistance, he noted that we should confront it in person.
 - c. **City Submission Deadline.** There is a submittal deadline of Sept. 15th that calls for more detailed plans. The question was raised, “Do we use the Norris Batten donation for entitlement cost to meet this deadline?” The vestry noted that there was no restriction put on this donation. Jill noted that Norris’ donoation could possibly be lent to the project and repaid.
13. **Stewardship.** Cathy noted that plate offerings and in-kind donations made up for shortfall prior month.
 14. No other business.
 15. The next meeting was set for July 22nd at 5pm and the current meeting was adjourned.