

**St. Mary's Church**  
**Vestry Meeting Minutes of 05/13/10**

**Present:**

*Fr. Michael Sclafani, Rector*  
*Peter Cabbiness, Sr. Warden*  
*Gerald Hatler, Jr. Warden*  
*Kyle Campbell, Clerk*  
*Judy Wilson, Treasurer*

*Tom Metry, Member*  
*Jack Van Patten, Member*  
*Virginia Engel, Member*  
*Brandy Swisher, Member*

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**I. Call to Order**

Fr. Michael opened the meeting with a devotional reading at 6:10pm.

**II. Guest Speaker**

Elaine Lynn came in to share information regarding the Tree Project and elaborated on the history of the Pat Elgin Fund, and the beginning of the property improvements around the church property. The landscape project has been ongoing for the past five years. She presented a letter she wrote on 5/13/10 regarding her understanding and recollection of the Pat Elgin estate that indicated that the Vestry's role in the estate was to determine, upon previous recollection of conversations with Ms. Elgin, her wishes. The Vestry at that time (when the gift was received by the parish) had reached a decision to use the funds for capital improvement on the property. A survey of current needs was taken, and committee was formed to research the many areas gained as a result of the survey. Some of the items identified in the 'wish list survey' were a new hospitality building, a playground for the children, a variety of smaller improvements, updating the church facility and the landscaping of the grounds. It was recognized that not all would be able to be completed, and three items were chosen to focus on that would utilize a third of the funds. Elaine speculated that the remaining funds should be around \$100,000-\$130,000 to save for the hospitality building. The exact numbers are listed in Elaine's report. The landscape committee utilized \$25,000 of the funds, and received a matching grant from the state of California. The monies from Pat Elgin were not designated as restricted funds. The previous Vestry had chosen to designate the funds for the use of property improvements as Pat had on many occasions mentioned property improvement wishes. She acknowledged that the Pat Elgin Fund was not restricted for use, but was self-imposed by the Vestry at the time the monies were received so that the funds would be primarily used for property improvements. She also included information regarding recent improvements completed on the property.

**III. Approval of Minutes**

- a. The minutes of the April 8th, 2010 Vestry Meeting were presented and reviewed, with there being no corrections or amendments.
  - i. Motion to accept minutes was made by Peter Cabbiness.
  - ii. Seconded by Judy Wilson.
  - iii. Motion passed unanimously.

**IV. Financial Reports**

- a. Judy Wilson presented the Treasurers Report (Profit Loss, Balance Sheet, and Treasurers Notes) and it was received.
- b. Judy Wilson noted that the budget was approximately \$1300 off due to extra billings for Fr. Michael's health insurance premiums being double billed for the month of April.
- c. Youth group account was presented as well.

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- d. Father Michael mentioned that 40% of funds raised at the yard sale will be going to camp scholarships, 10% will go towards VBS, and the remaining 50% will be designated to the Youth Group account. It was asked why the change as in previous years, all proceeds from the Yard Sale went directly to youth scholarships. Father Michael mentioned that this year all Youth Programs are completely self-funded, and therefore, the funds raised are distributed accordingly. There is some concern from Tom Metry that the tuition for camp has increased and the scholarships may not meet the needs.
- e. The monthly costs (utilities, insurance, telephone, payroll, diocesan assessment, yard upkeep) for \$13,000-\$14,000 per month. Due to the high operating costs the \$8,000 needed to pay for the mulch would make it impossible to pay all operating costs. Judy proposed a motion that the monies from the Pat Elgin fund be used to pay the mulch grant project, which would be paid back to the fund when reimbursement is received from the state. Motion was seconded by Peter Cabbiness. Tom mentioned concern that monies are being transferred to be utilized for operating costs. It was argued that the monies being borrowed to cover the cost of the mulch would be put back into the Pat Elgin fund once the reimbursement was provided. The motions that that the funds be taken from the Pat Elgin fund to complete the grant project until monies are reimbursed by the state. A vote was taken, one opposed. Motion passes.

**V. Property Reports**

- a. There was a brief update on the electrical project. Father Michael mentioned that the project was temporarily completed; however a much more complex repair/overhaul of the electricity on the office building will need to be completed in the future.
- b. Gerald Hatler gave a report on the steeple project and stated it should take place within a month, and had been put on hold due to the rain. Gerald believes the problem to be more cosmetic than anything; however, he also mentioned that he is not a structural engineer.
- c. Gerald contacted three engineering firms to inspect the tress and give recommendation for repairs. \$500-\$1200 for inspection. An inquiry made as to where the structural drawings were, as that could decrease the cost. He recommends re-evaluating the issue after the structural drawings have been acquired.
- d. Fr. Michael said that all funds and donations have come in to proceed with the mural project. We are just waiting for paints to come and materials. The estimated time for completion is three to four weeks or more. The artists' names are Steve Sanchez and Frank Pardo. Fr. Michael will extend an invitation for them to come and talk to the church about it with their schedule permitting. Fr. Michael said that the second phone line is continuing to have issues especially during the rains.

**VI. Other Reports**

- a. Fr. Michael reported that the youth is continuing with the "Save a Life" program.
- b. Fr. Michael gave an update regarding the ongoing TEC lawsuit against the diocese. Peter Cabbiness mentioned that he is going to a meeting and will report back at the next Vestry meeting. Father Michael mentioned that there are no new updates.
- c. Fr. Michael announced that the church would be open for prayer on the National Day of Prayer and that Morning Prayer and Evening Prayer services would also be offered that day.
- d. Fr. Michael announced that there was a good possibility of a prayer ministry unfolding.
- e. Fr Michael has been talking with a couple of peoples about their call to ordained ministry (Anthony Valdez and Dave Duffy).
- f. Pastor Deo will be leading Sunday School forums over the summer.

**VII. Old Business**

- a. Fr. Michael mentioned that we are expecting at least 75 children for VBS as we are partnering with the Grove. Overall, the feedback has been very positive.
- b. Pastor Prayer Summit was very enriching and strengthening. We need to continue to pray for the many issues with the community churches.
- c. There was follow-up regarding the Pat Elgin Fund at Brandy Swisher's request. Brandy expressed her concerns that when the bequest was received, the vestry at that time, Father Michael Fry, and the parishioners believed that it would have been Pat Elgin's wishes to spend her bequest on permanent improvements to the church. Brandy said that at that time it was important to all concerned that the parish honor what they believed to be Pat Elgin's wishes, and therefore planned capital improvement projects accordingly. Brandy felt that to change policy and spend the bequest money on anything other than capital improvements would be against Pat Elgin's wishes, and would be immoral and wrong, whether those wishes were legally recorded or not. Brandy felt that to do so would also discourage anyone from leaving bequests in the future because they won't have confidence their wishes will be honored.

**VIII. New Business:**

- a. Mike Ward has resigned as Sr. Warden and from the vestry. Fr. Michael appointed Peter Cabbiness as Sr. Warden.
- b. The July meeting will be mostly devoted to completing a mid-year review of the financial health of the parish and to a mutual ministry review of the total overall ministerial health of the parish.

**IX. Announcements**

- a. Jerry moved to dispense with the reading of the announcements portion of the agenda, and it was seconded by Virginia Engel.

**Next Vestry meeting will be July 8<sup>th</sup> 2010 at 6:00 pm**

**Meeting Adjourned at 9:33 pm.**

Respectfully submitted,  
*Kyle Campbell*  
Vestry Clerk