

# St. Mary's Anglican Church

## October 14th, 2010 Vestry Meeting Minutes

**Vestry Members Present:**

Fr. Michael Sclafani, Rector  
Peter Cabbiness, Sr. Warden  
Gerald Hatler, Jr. Warden

Kyle Campbell, Clerk  
Judy Wilson, Treasurer  
Brandy Swisher, Member

Tom Metry, Member

**Vestry Members Absent:**

Jack Van Patten, Member  
Virginia Engel, Member

**Invited Guest(s):**

None

**Observer(s):**

Ruby Hefley

**I. Opening Prayer/Devotional:**

Father Michael began the meeting with a devotional at 6:10pm.

**II. Call to Order and Verify a Quorum:**

Quorum confirmed. Two or more members were expected to arrive later. In addition, Ruby Hefley, a member of the congregation also came to observe the meeting.

**III. Minutes of September 9th, 2010 Vestry Meeting:**

Copies of the minutes were distributed. Brandy mentioned that there was one word missing (B6), second line, from Tree Fresno. VI A. Sr Warden typo instead of St. A motion was made by Tom Metry to accept the meetings, seconded by Judy Wilson. No further discussion on the minutes, and the minutes passed unanimously.

**IV. Treasurer's Financial Reports**

- a. Judy distributed copies of financial reports.
- b. #2008 Office Supplies. Check to office depot for \$100.64 for ledgers and photocopies as the copy machine was down.
- c. Check to Costco for page protector covers \$12.74.
- d. A check was written to Christian Book Distributors for \$10.98 for Bulletin Worship covers for the confirmation and baptism when the Bishop was here on 9/26/10.
- e. #2011 Subscription pay cycle. A check was written to Church Publishing Inc. for \$199.00 for an upgrade of the weekly lessons and other worship service materials. It prints out the lessons utilized each week and read during the service. Funds were taken from this line item as we had budgeted for 515.00 and decided not to use the pay cycle program for payroll. We are instead using QuickBooks for payroll. A total of \$579 was used for the whole year, slightly over that which we over budgeted for. Pay Cycle was not compatible with QuickBooks. Upgrade also allows for printing of prayer book and hymnal information to use for worship.
- f. #3006 Property Insurance. A check to Church Mutual for \$1,527 for our liability insurance for multi-panels coverage. Should anyone get injured on the property, this insurance covers it. Father Michael mentioned that the diocese had changed companies. Our premiums were about \$1000 more than with the old company, and Father Michael met with them. Following two meetings, it was discovered that the two portables had not been included under the coverage. Professional Liability end of the insurance, it appeared that we had ten employees. So if anyone had received any payments for service from St. Mary's they had mistakenly included them as employees. So if we had a supply priest, they recognized them as a full time employee. Previous year was about \$900 a quarter, so we are saving quite a bit more.
- g. We had \$17,134.41 in contributions, a portion of those funds had come from a \$9,750.00 donation (which remains anonymous) to be added to the general funds.
- h. This particular month we had \$3,146.09 remaining once expenses were accounted for.
- i. Balance sheet. Checking account \$25,506.41. We had \$1145.00 of Tree grant monies that has been paid out, and have not yet been reimbursed.

- j. Youth Group. \$82.94 was spent for the month of September. \$18.63 was spent at Vons for snacks. Every once in a while they are going to reimburse Youth Leader Cody Cabbiness for gasoline for driving youth to and from meetings. \$30.65. Debit card for Michael's Craft Store for a fundraiser. They did some crafts to be sold at the Daughter's of the Holy Cross event on 9/25/10. Pocket full of Treasures, supplies were also purchased for crafts. One VBS expense for \$22.88 was spent on bins to store extra supplies for next year. The balance is \$496.83. Youth will also do the same at the Ladies Christmas Luncheon in December.
- k. Tom Metry inquired about the quarterly contribution statements. In the past it was distributed at the end of the year. Tom mentioned that it would be helpful to have a year to date statement, showing over the months. Father Michael mentioned he would inquire with Maryann.

V. Property Reports

a. Jr. Warden's Report

- i. Gerald mentioned checking on the ramp of the Bishop Rivera building. One or more of the boards has rotted and has a hole in it. He will be replacing the rotted board(s).
- ii. He will also be replacing the rope for the bell.

b. Tree Grant and Mulch

- i. At the last meeting, the Vestry had asked Gerald to contact and have a meeting with John Pape. There were some difficulties with the cooperation/lack of cooperation of the Landscape Committee. After the last Vestry meeting members of the committee made a decision that there would not be a meeting with Mr. Pape, which was in direct conflict with the decision made by the Vestry. As a result, Fr. Michael asked the Sr. Warden and the Jr. Warden to move forward with the original plan and met with Mr. Pape. As a result Peter Cabbiness did meet with Mr. Pape who has agreed to re-bill the 240 cubic yards of mulch at \$25/cubic yard (instead of the original \$36/cubic yard). \$25/cubic yard includes the cost of materials, delivery, and labor to spread the mulch and rake and remove any debris from the mulch.
- ii. Brandy mentioned that this issue has gone on for months, and didn't believe that there was a problem, and the State of California agreed that the price was fair and appropriate as well as other professionals in the area. She hadn't felt that there should be further discussion. Father Michael mentioned that the cost in comparison with the quality had been questioned by more than one member of the congregation and because of that an investigation into the cost of the mulch was begun by the Vestry, and a report was presented by the Jr. Warden, and the Vestry agreed that we were overcharged, and that discrepancy would be discussed with John Pape. Question was not quality, but the billing. The result was that fair market value for the type of mulch we received was \$10-20/cubic yard. Brandy mentioned that she and Elaine Lynn further investigated it themselves, and they did not agree with the Jr. Warden's report or the Vestry's decision. Brandy stated that she felt this issue should never have to go on this long to which Fr. Michael agreed.
- iii. Ruby asked if she could ask a question, and was granted permission by Father Michael. Ruby asked that since the grant was written with the original amount agreed upon in the "contract" with the state if that "contract" would be void if the mulch was billed at the lower rate. Her question was; "What does that do in regards to our contract with the state?" Father Michael stated that there is not a contract but instead there is a grant. The grant will reimburse up to 240 yards of mulch, billed at up to \$36/yard. Gerry mentioned that the first thing that was done when this came up was that the exact language and details of the grant itself was checked. Peter mentioned that the fair market value should be what is paid, and based on the Jr. Warden's research, the \$20 range with a few dollars for the labor for a total amount of \$25 is the fair market value for the mulch delivered. Tom stated that at the last Vestry meeting that

“some of us felt that we should pay \$36/yard, but the majority of the vestry felt the exactly the way that they did, and that’s how they voted on it.”

- iv. A motion was called to close this issue. Tom said that when we agree upon it, a check needs to be sent as soon as possible. Peter and Father Michael stated that once an invoice is sent, payment will be made as quickly as possible. Judy will contact John Pape to get an invoice sent.
  - v. Tom asked where the mulch will be going. A total of 240 cubic yards will be delivered. The border will be filled with the mulch. John Pape had acknowledged that the mulch needed to be sifted to remove “reject” material.
- c. Office Building Thermostats
    - i. Father Michael mentioned that both programmable digital thermostats are now installed, after he was awaiting the second to come in. Should be conserving energy.
  - d. Lawn Irrigation System Repairs
    - i. Father Michael mentioned that along the west side of the hospitality room, one of the irrigation valves in the control box broke, and the sprinklers had to be shut down manually via the main as the sprinklers were on and would not automatically shut down. Our landscaper was called out and has since repaired the broken valve.
  - e. Basketball Court
    - i. There was an issue of lights left on twice and a lock has been placed on the box. Ron Hunt will be installing a timer to operate the court lights. Once installed here will be no power to the court lights after 10pm.
  - f. Other Property Related Reports/Issues
    - i. NONE

## VI. Other Reports

- a. St. Warden Stewardship Report
  - i. Peter Cabiness asked if he could sit down with Father Michael to go over his ideas Monday or Tuesday.
  - ii. Tom Metry requested to have a separate Vestry meeting to go over the plan for stewardship, and suggested to set aside a Thursday night to do so. A meeting was suggested for the 28<sup>th</sup> of October at 6pm. Peter mentioned that the traditional methods will not work for this stewardship campaign and it needs to be very personal and involved.
  - iii. A motion was made to have a special meeting on 10/28/10 at 6pm regarding stewardship. Motion passed unanimously.
- b. Youth Ministry Report
  - i. Youth Group: Going strong. Members are coming from all over the valley including Sanger and Parlier. Next meeting they are going to carve pumpkins, and get the parish involved. Parish will vote on which pumpkin is the best carved. They will be having a youth fund raiser craft table at the upcoming ladies luncheon. Tom mentioned raffling off the pumpkins so that on Sunday, whoever wins them can take them home that night and put them on their porch.
  - ii. Youth Music Ministry: Andrew Sclafani and three other boys, all from different churches. They are very involved in their churches, and they are coming together as a ministry to reach out to other teens. Post-Hardcore Screamo Christian Music. They get together every Saturday for three hours in the Bishop Rivera building. Christian music fills every genre of music.
- c. TEC vs. DSJ Lawsuit Update, Oral Arguments 10/20 10:00am

- i. October 20<sup>th</sup>, at 10am, the court will be hearing oral arguments in our appeal. Peter and Father Michael hope to go and observe the arguments. Father Michael asked for prayers for the church. Peter mentioned that there is a good chance of success with a three judge panel. We will have a bigger challenge politically at the state level.
  - ii. All parishes in the diocese are now involved either with the diocesan suits or with individual suits.
  - iii. St. Columba's had a couple of filings that they did not do well with. When the diocese filed suit, it named every member of the Vestry and the rector personally in the suit. They were not even the same Vestry members.
  - iv. Assuming we don't prevail, Peter mentioned that we, as the Vestry, have some liability while the litigation went on. If we are guilty of waste or mismanagement, we could then be held accountable individually for any losses or waste. We need to be very conservative as a Vestry. There is little difference between a vestry and a board of directors.
- d. Ecumenical Relations & Area Church Happenings
- i. Church Closures
    1. The Well Sunnyside Campus Closed (Sunnyside HS)
      - a. The Well Sunnyside Campus has closed and reduced the size of their campus. They still have main campus and Fig Garden campus. It was mainly a 20's something congregation with an outreach to college age members. Last year they were about \$130,000 upside down, and made a decision to close the campus.
    2. Celebration Church SE Campus Closed (Ayer Elementary School)
      - a. Celebration Church's South East campus has closed. They had been meeting at an elementary school.
    3. Many of these churches that are closing had big backing from larger congregations and in many ways were a "mission" church of the larger congregations. One challenge is the lack of communication between congregations. Father Michael mentioned that he and the SE Pastors he meets with weekly feel that the Sunnyside area is under attack, and there is a lot of complacency.
    4. A newer church has begun at the Piccadilly Inn. Victory Baptist. Father Michael mentioned that a couple of the pastors he meets with on Wednesdays may go and attend one of their Sunday night services.
    5. Two of the pastors that Father Michael meets with mentioned that the attendance at their churches are only at about 50% as compared to last year.
    6. Life Spring Presbyterian Church was dwindling too small that they are no longer supported by their national church.
  - ii. 2<sup>nd</sup> Annual Advent Lessons & Carols at Saint Mary's
    1. Father Michael announced that we will be hosting our second annual Lessons and Carols. It will once again incorporate pastors from other churches. It will be held November 28<sup>th</sup>, on the first Sunday in Advent. Time will be announced in the future, but will probably be 6:30pm.
- e. Deacon Jane
- i. Father Michael announced that Deacon Jane's surgery went well and is now awaiting results.
- VII. Other Reports
- a. NONE

VIII. Old Business

a. DHC Fall Gathering (9/25)

- i. Father Michael mentioned that the gathering went well and all but two chapters in the diocese were represented. Bishop Scholfield was present at the mass, and was the guest speaker
- ii. They elected their diocesan board. From our parish: Terilynn Dillon (President), Cindy Shaheen (Vice President), Kathy Cabbiness (Secretary), and Father Michael (Chaplain).
- iii. St. Mary's will be hosting the Fall and Spring gatherings.
- iv. Bishop Ackerman will be coming to the Spring gathering as the guest speaker, and will institute the officers.

b. Bp. Scholfield's Episcopal Visit (9/26)

- i. Father Michael mentioned that it was a glorious event and a spirit filled visit.
- ii. Had nine confirmations (3 teens, 6 adults), one person was received into the congregation, and one baptism. Attendance was just under 100.

c. Winter Retreat

- i. Tom Metry inquired as to the status of the Parish Retreat. Father Michael confirmed that it will be taking place. Parishioner Frank Ficklin is coordinating the retreat. It will be held at the end of January at ECCO.
- ii. Tom stated that he felt the Vestry needs to be informed first so as to provide information to the congregation. He would like more information such as a theme, rooms, meals, etc.
- iii. Father Michael mentioned that the focus of the retreat will be to "getting back to our Anglican roots" but that exact details have yet to be worked out and decided.

IX. New Business

- a. "College Study Bible" Grant: Father Michael applied for a grant for fifty "College Study Bibles" through Saint Mary's Press. The grant was approved and the Bibles were delivered today. They will be used in the Bp. Rivera Education Center and the Office Conference Room. He mentioned that the retail value for these Bibles is \$32.95 each or \$1,647.50 total. The Bibles contain information beyond just the scriptures to enhance learning, such as maps, etc.

- i. Tom mentioned the possibility of having some Bibles set aside to be used to check out for those who attend many studies and may not be able to have their own Bible.

X. Announcements/Reminders

- a. Diocesan Convention October 22-23<sup>rd</sup>. Our Delegates are: Tom Metry and Ron Hunt (Jack Van Patten has a scheduling conflict and so alternate Ron Hunt will be serving as his replacement).

- i. A Bishop Search Committee has been formed to an extent, and some of the preliminary work has begun. The goal is to have a list of candidates narrowed down by Spring so that a Special Summer Convention can be held to elect our next Bishop (Coadjutor). The bishop-elect will then be consecrated and enthroned and in the Fall.

- ii. Father Michael also mentioned he has completed his role as a member of the Diocesan Restructuring Committee.

XI. Next Vestry Meeting

- a. The next Vestry Meeting will be held November 11th, 2010, and a special additional Stewardship meeting on the 28<sup>th</sup>.

XII. Closing Prayer and Adjournment

- a. Meeting was adjourned at 8:5pm.

Respectfully Submitted: Kyle Campbell, Vestry Clerk