

Church of the Nativity  
Minutes of the Vestry

December 12, 2023

Attending: Bill Sena, Anne Krouse, Julian McKimmon, Allison Martin, George Douglas, Perry Suk, Beth Crow, David Dykes, Charles Malone, Anne Stokes – Clerk, Newly elected members (2024 members–non-voting) Roy Immelman, Hannah Harris, Dave McKinnon, Sam Wesonga, Yvette Smith

The meeting was convened in person at 7:05 pm.

1. The meeting began with Advent reflection on Divine Love
2. Housekeeping and Welcome
  - a. Vestry Handbooks were given to all new members
  - b. Name tags for new Vestry will be ordered
  - c. Keys from retiring Vestry will be returned to the Sr. Warden and keys will be issued to new members in January
  - d. Bill has the Rector's Keys and will turn them over to interim or Sr. Warden.
  - e. Sunday duties for new vestry will begin in January, but new members can begin shadowing now.
3. Vestry Actions
  - a. Approve minutes–Tabled for next meeting to review changes.
  - b. Stewardship–100 pledges last year 130, Close to where we were last year at this time. Letters went out to those who pledged last year, and have not pledged this year. Sunday appeals are going to continue. After the holidays there will be calls made to those who have not pledged this year.
  - c. Vote for Senior/Junior Warden:
    - i. Junior Warden: Dave Mckinnon is nominated. Alison Martin moved and Perry Suk seconded. The vote was unanimous.
    - ii. Senior Warden: George Douglas is nominated. David Dykes moved and Charles Malone seconded. The vote was unanimous.
4. Search Committee: Slate was submitted by the Junior Warden and Committee Chair (Senior Warden) and the Vestry voted after discussion. Charles Malone moved and Julian McKimmon seconded. The vote was unanimous.

Search Committee Members

- Beth Crow, Chair
- Morghan Bosch
- Matt Dutton
- Susan Edwards
- Robert Joines
- Anne Krouse
- Allison Martin
- Sarah O'Connor
- Emily Phillips.

- a. The vestry agreed to wait to set January Vestry get-together date : Bill Sena will host.
  - b. Vestry meeting Date: January 23rd
5. Interim update: Letters of Agreement are in process by the diocese and will need to be reviewed. Things should be finalized by early January. Going forward new wardens will be included in conversations, and Finance Committee representative will be included.
6. Building and Grounds
- a. Sound System update: Two bids have been submitted. One, Avcon, hit the target price at 30k with rf and hearing, The other was higher and did not include all the hearing details. There are options to add connections for Estill House and outdoor areas that could be added later. The Vestry will review the proposed bid and vote at the January meeting.
  - b. Memorial Garden Policy: The outgoing Wardens recommend the new Vestry review the policy and draft clear guidelines. It would be a pastoral decision and could be drafted in conversation with the Interim.
7. Financial Report
- a. Committee budgets: Most have not been submitted and that will make drafting a budget difficult. Vestry reps were encouraged to get them in.
  - b. 2023 Financial Report: The pledges are down—letters have been sent to those who are behind.
  - c. There is hope that pledges will come in to allow a budget to be presented in January.
8. Wardens' Report
- a. Senior—none
  - b. Junior—Marc Marotta is withdrawing from the Building and Grounds committee after 5 years. There is a need for new leadership (project manager) and members. Work continues on repairs and the sound system.
  - c. Bill's Budget Proposal:
    - i. Budget for seven months (duration of Interim contract)
    - ii. Over those months work for clarity of budget items, rental income, leadership of committees, and clarity of needs.
    - iii. Make staff retention a priority.
    - iv. try to establish a reliable process and backup.
    - v. National/Diocesan Manual of Business Methods in Church Affairs: Segregation of responsibilities—no one person should be responsible for any financial transaction. This is an opportunity
  - d. Nativity Committees : The outgoing Wardens presented a proposal for Committee organization and management to be considered by the 2024 Vestry. Publish Committee information and collect updates similarly to the Transition Update format with Google Docs. Consider term limits for committee membership and Parish officers.
  - e. The outgoing Wardens recommend that the Search Committee and Vestry meet with Chuck Till in January for a presentation of demographics and growth opportunity.
9. The Vestry (Old and New) Thanked the three retiring members for their service.

Adjournment was at 9:13 pm

Respectfully submitted,

Anne Stokes  
Clerk of the Vestry

The next Vestry meeting is scheduled for January 23rd, 2024 at 7 pm.