



Minutes of the Vestry

September 17, 2024

Attending: Grey Maggiano-Rector, George Douglas, Hannah Harris, Roy Immelman, Perry Suk, Sam Wesonga, David Dykes, Charles Malone, Yvette Smith, Sarah O'Connor, Megan Douglas, Temporary Clerk

The meeting convened at 7:05 pm

Study and Reflection: Grey led the Vestry in a discussion of Colossians 3:14-17.

Approval of August 2024 Minutes: The minutes of the August Vestry meeting were submitted for approval. Hannah Harris moved to accept the minutes and Charles Malone seconded the motion. The vote was unanimous.

Financial Report: George Douglas

George asked the Vestry members to refer to Alfred Christensen's summary. Overall the expenses are in line with the budget. Roy Immelman posed a question regarding interest paid. George Douglas will check on the disparity which seems to be higher than expected. Matt Dutton is the new treasurer and will start to come to some of the meetings.

Documentation Update: Hannah Harris

The committee has 4 recommendations:

- 1-Clarify and standardize terms used
- 2-Create vestry on-boarding resources including orientation and a handbook
- 3- Promote the work of the documentation project

4-Promote volunteer opportunities in order to decrease burnout and to increase engagement.

Discussion followed. Begin to think strategically, some overlap of committees. Send information to the Communication Committee to determine the most effective way to communicate with members. Focus will be how to increase volunteer opportunities in various committees. Discussed possibility of condensing various committees under a more general heading.

Grey Maggiano suggested an opportunity this fall to highlight members who have been involved in various committees. Then in January, promote volunteer opportunities.

Sam Wesonga moved to accept the work of the documentation team and David Dykes seconded the motion. The vote was unanimous.

Stewardship: George Douglas

John Oldham was asked and has accepted the role of chairman. There is a need to recruit more members. George would like to have 4-6 members. Hannah will write a blog to be placed in Glad Tidings and in the Nativity Star. The campaign will start in the latter part of October with the hope that all pledges are received by the end of the year.

Vestry Candidates: Grey Maggiano

The Vestry will need 4 new members. There is a need to communicate to members the need for Vestry candidates. Grey would like to give members a chance to read more about the candidates prior to voting at the annual meeting on November 17. There needs to be clarity on the terms (length of time). There also needs to be a discussion about what skills the Vestry is losing (as some current members leave) and what skills we are looking for.

New Business:

Resolution identifying Grey Maggiano's housing allowance was read. Sam Wesonga moved to approve the agreement and Yvette seconded the motion. The vote was unanimous. (see attached)

The Memorial Garden Policy was reviewed. Roy Immelman asked about the possibility of temporary markers without interment. George will bring that idea to the Memorial Garden committee. Roy noted that there were

some typos, grammatical errors in the document. Charles Malone moved to accept the policy as written, and Sam Wesonga seconded the motion. The vote was unanimous. (see attached)

The meeting was adjourned with prayer at 8:55 pm

Respectfully submitted

Megan Douglas

RESOLUTION FOR HOUSING ALLOWANCE...September 17, 2024

Whereas, the Rev. Grey Maggiano is compensated by the Vestry of the Church of the Nativity exclusively for service as a minister of the gospel; and

Whereas, the Vestry of the Church of the Nativity does not provide Rev. Maggiano with a rectory; therefore, it is hereby

Resolved, that the total compensation paid to Rev. Maggiano for calendar year 2024 (prorated) shall be \$27,500 (\$110,000 annually), of which \$15,000 (\$60,000 annually) hereby designated to be a housing allowance; and it is further

Resolved, that the designation of \$60,000 as a housing allowance shall apply to calendar year 2025 and all future years unless otherwise provided.

CHURCH OF THE NATIVITY MEMORIAL GARDEN POLICY

Purpose:

The Memorial Garden is to be a permanent site set aside on the Church property. The space is to be used for the interment of cremation ashes of church members and their immediate family. The Memorial Garden may also be used as a place of meditation and to offer church members and visitors a place of serenity for prayer, and special services.

Oversight:

The Memorial Garden is to be operated and managed by the Rector, Vestry and the Memorial Garden Committee.

The Committee will be responsible for the continuing care of the Memorial Garden, which includes maintenance and repairs. Annually the Committee shall establish and publish the pricing for all services relevant to the operation of the Memorial Garden.

All policies, records, and other official business of the Memorial Garden Committee, including a memorial Garden Registry and Agreement Form, will be completed and maintained by the Parish office.

Eligibility:

All members of the Church of the Nativity, their parents, spouses and children are eligible for interment. Others with valid ties to the Church of the Nativity will be considered at the discretion of the Rector or the Committee.

Those families wishing to use the memorial Garden must sign an official Registry and Agreement Form indicating a knowledge and acceptance of the rules, regulations and fees for the Memorial Garden.

Application for Memorial Garden Space:

An application for Memorial Garden Space will be required for each plot. The application is available in the Church office and online (.....)

The applicant must complete the form and submit it, with fee payment in full to the Parish Administrator. Payment will be based on a Fee Schedule approved annually the Vestry. This payment includes ongoing care of the Memorial Garden, opening and closing the plot, a stone for the plot detailing the full name, dates of birth and death of the individual. The application will then be submitted to the Rector for final approval. When the application is approved the applicant will be issued a completed reservation receipt.

Interment:

Arrangements for the funeral service and interment will be made with the Clergy. Cremation arrangements must be handled by a funeral home.

At each interment, the Rector, or a priest of the Episcopal Church authorized by the Rector, shall officiate and provide an appropriate committal. Normally the service will be held in the Church followed by a procession to the Memorial Garden for the committal and interment of the ashes.

Ashes must be in a bio-degradable container, or interred with no container, or scatter on the grounds. Ashes buried in the Memorial Garden may not be removed. Advanced reservations for the location of the interment spot in the memorial Garden must be made in accordance with the terms of the Registry and Agreement Form. A suitable temporary marker shall be placed in the Memorial Garden to define the place of interment.

Records:

A record of each interment shall become part of the official records of the Church and include the location of the plot, the date of interment, the full name of the decedent, and the dates of birth and death of the decedent.

Costs:

All costs are detailed in the Registry and Agreement Form. Upon recommendation of the Clergy, and at its discretion, the Vestry may waive any fees.

Memorial gifts toward landscaping and maintenance of the memorial Garden may be made at any time and will go into the Church's Memorial Garden Fund.

Maintenance:

Landscaping and basic upkeep of the Memorial Garden is an ongoing responsibility of the Building and Grounds Team. Foliage on the grounds has been chosen for beauty in accordance with the natural setting and design of the garden. Low maintenance is a primary consideration. Requests for plantings must be approved by the Memorial Garden Committee. Memorial gifts to help defray these costs can be made at any time to the Church of the Nativity, Memorial Garden Fund.

Decorations:

Only fresh flowers, live plants, or other natural decorations may be placed in designated areas. All flowers and plants may be removed after five (5) days.

Restrictions:

Interment of scattering of ashes in the memorial Garden shall not take place without a properly executed Registry and Agreement Form signed by the legal custodian having legal authority to authorize the disposition of the deceased's cremated remains.

No applicant or other person may acquire any right to the physical location or appearance of the Memorial Garden. Only The Church of the Nativity shall have any property rights to the Memorial Garden.

There shall be no interments outside the boundary of the memorial Garden. The Church reserves the right to acquire reasonable notice prior to any interment, and further requires that a designated representative of the church is present when cremated remains are interred.

In the event that the Church moves to a new location, only the markers for individual interments will be moved to the new location. A notice of the new location will be sent to those listed as the next of kin.

Liability:

No liability of any kind or character is assumed by the Church for the maintenance or preservation of the ashes of any person interred in the Memorial Garden or any loss of damage to the ashes of such deceased person, nor is any liability of any kind assumed by the Church for any matter or thing relating to the Memorial Garden, its use or subsequent maintenance, except for failure to exercise reasonable care.

Amendments:

Amendments to this document may be recommended by a majority vote of the Memorial Garden Committee. Final approval by the Vestry and Rector is required.

V1.0.08152024

Church of the Nativity Memorial Garden Registry and Agreement

Name of Deceased: _____

Address: _____

Date of Birth: _____ **Place of Birth:** _____

Date of Death: _____ **Place of Death:** _____

Ashes:

Interred **Date:** _____ **Scattered** **Date** _____

Officiating Priest: _____

Next of Kin Contact

Name: _____

Address: _____

Phone: _____

Fees:

Memorial Plaque \$ _____ **Date Ordered:** _____ **Date Installed:** _____

Marker \$ _____ **Date Ordered:** _____ **Date Installed:** _____

Reserved Site: \$1,500.

Non- reserved Site: \$1,200

- Includes: Memorial Plaque
Marker
Annual Maintenance

Includes: Memorial Plaque
Marker
Annual Maintenance

Comments:

I acknowledge that I have received a copy of the Policy Statement for the Church of the Nativity's Memorial Garden. I further acknowledge that I have read , understand and agree to the policeis outlined in that document and that I assume responsibility for all fees associated with the placement of remains in the Memorial Garden

Date

Signature