

Minutes: Regular Vestry Meeting – October 24, 2006

Reverend Lawrence called this meeting to order at 7:35pm, leading members in prayer and reflection on their concerns and joys and energy they bring to the meeting. A quorum was present. Absent: L. Benjamin, J. Foster, B. Fritz, S. Landon. Also attending: Rev. Patricia Moore, Carl Wiuff.

A summary of year-to-date through September 30th and 12-months' performance of our invested funds was presented by Carl Wiuff. Financial results for these Vanguard-managed funds are in line with typical market returns. His report did not include our funds managed by the diocese. Carl suggested we begin a process over the next several years of reducing our dependence on income from the Green Endowment. Specifically, he suggested that we reduce our 'take' from the endowment by 0.5% per year over the next four years, so that we eventually achieve a 5% take per year, rather than our current 7%. Vestry agreed to consider this as we develop the 2007 budget, while noting it is the intention of the Greens that we use 7% for program expenses, regardless of return, rather than preserve the principal at the expense of programs. Carl pointed out, however, that 5% of a principal's balance that has been preserved can exceed 7% of a principal that has not been wisely conserved.

Numina Center's celebration, 'The Arts of Spiritual Practice,' was discussed by Rev. Moore, who spoke of the remarkable agenda, and quality and expertise of the planners and workshop leaders. The celebration is November 3-5.

A discussion of parish office staffing and administration was led by Rev. Lawrence. Vestry members articulated concerns and question that they have heard in the congregation, and together a set of responses was developed. These will be communicated to the congregation by a variety of means.

Sanctuary Project budget projections were explained by Rev. Lawrence, seeking comment and suggestions from vestry members. Projections may be revised as we evaluate CenterPoint and demographics of this summer's attendance. He advised that our request for a 3-year grant from Trinity Church (NYC) was moving forward as planned, and he continues to be optimistic about approval.

A written request from The Living Room staff to allow their use of the youth room (at the edge of our parking lot) for clients' children was outlined by Re. Lawrence. Vestry discussed the pros and cons of providing this space during weekdays, and informally endorsed Rev. Lawrence's plan to agree to the request. He will modify the request to include costs of propane for heating.

Jacob Kells, our intern on Sanctuary Project, has agreed with Rev. Lawrence's request that Jake take the responsibility for being spiritual mentor to our youth group (Grades 8-11).

Comments on financial statements for September 2006 were provided by Treasurer John Nykamp. His written analysis for the vestry identified a year-to-date net deficit of \$52,670. If endowment funds available are applied to this deficit, it shrinks to \$30,831. The financial reports were accepted as presented. [M-Baier, 2- Wiuff, Unan]

On the recommendation of our Treasurer, the vestry authorized staff and vestry officers the ability to undertake electronic banking in our accounts with Exchange Bank. [M-Wiuff, 2-Mink, Unan]

Payroll services for Incarnation clergy and staff will be provided under an agreement with Diocese of Northern California, who contracts with an independent purveyor. Upon recommendation of our Treasurer, the vestry authorized this independent purveyor to function as our attorney-in-fact for certain payroll tax matters, beginning on January 1, 2007. [M-Wiuff, 2-Guilford, Unan]

Rev. Lawrence advised vestry members he would start availing himself of the spiritual retreat days provided in his letter of agreement with the parish, by taking three consecutive spiritual retreat days, every three-month period.

The annual retreat and organizational meeting of the vestry has been scheduled for February 9-11, 2007.

The meeting adjourned at 9:29pm. Next scheduled meeting is November 28, at 7:30pm.

Prepared October 26, 2006 by Michael Hickey, Clerk.
Agreed via eMail by quorum of members as of October 30, 2006.

[Posted to website <incarnation-sr.org> at 'Calendar/News' in 'Vestry Minutes.']