

**Minutes of the Regular Meeting of the St. David's Vestry  
September 18, 2018**

Vestry Attendance: Senior Warden Shiloh Fallon, Junior Warden Gustavo Hernandez, Scott Hendrix, Diane Mazuca, Bob Davis, Alex Knapp, Christine Burdell, Linda Gebhard, and Martha Salazar.

Also present were the Rector Rev. Chuck Treadwell, the Rev. Michael Horvath, and April Kerwin, Director of Stewardship and Planned Giving.

Fr. Chuck called the meeting to order and led the group through the opening sentences of the Compline service. Fr. Michael read the appointed scripture reading.

July 24 and September 4 meeting minutes were approved.

Senior Warden Shiloh Fallon called to discuss the motion from the Capital Campaign Steering Committee and Executive Committee to move forward with the Capital Campaign and retain CSC as capital campaign consultants.

Motion from the Planning Study Steering Committee:

*The Planning Study Steering Committee recommendation to the Vestry is to move forward with a Capital Campaign comprised of the following:*

- *Conduct a campaign with a goal of \$5,000,000.*
- *Enhance the Case for Support to accurately reflect the unique role and history of St. David's.*
- *Prioritize and detail the costs of proposed improvements.*
- *Empower St. David's clergy and staff to serve as champions of a campaign effort.*
- *Engage a strong volunteer leadership from different areas of St. David's to reflect the diverse needs of the congregation.*
- *Begin with the Vestry division of the campaign, followed by a robust effort to identify and cultivate major donors capable of giving \$100,000+ gifts.*
- *Retain CCS for the first months of the campaign effort to create and implement a targeted campaign for each constituency.*

Stewardship Director April Kerwin further explained the recommendation.

Discussion followed. Motion passed.

Senior Warden Shiloh Fallon presented a motion from the Executive Committee to approve the contract with CCS as consultants for the Capital Campaign. This contract would be paid for by a loan from the St David's Church Foundation Wendlandt-Barclay Fund as well as advance payments from the Capital Campaign according to the following proposed schedule:

- o Capital Campaign Account Revenue to date of \$120,000: \$20,000 from 2 gifts in 2017 and \$100,000 loan from Foundation*
- o Expense of August 2018 CCS Planning Study of \$33,000 (\$2,000 under budget)*
- o Current Capital Campaign Account Cash to date = \$87,000*
- o Expenses (CCS Contract) for September 19 - November 30, 2018 = \$76,800-\$81,800*
- o Known Upcoming Capital Campaign Expenses = CCS Contract of \$172,800-\$183,800*

<i>Payment Date:</i>	<i>Payment Amount:</i>
<i>September 30, 2018</i>	<i>\$12,800</i>
<i>October 30, 2018</i>	<i>\$32,000</i>
<i>November 30, 2018</i>	<i>\$32,000</i>
<i>December 30, 2018</i>	<i>\$32,000</i>
<i>January 30, 2019</i>	<i>\$32,000</i>
<i>February 28, 2019</i>	<i>\$32,000</i>
<i>Total Payments: 6</i>	<i>Fees Paid: \$172,800</i>
	<i>(+possible \$2,000 in expenses per month)</i>
	<i>Total Fees Paid: \$172,800-\$183,800</i>

Discussion followed. Motion passed.

Fr. Chuck thanked April Kerwin for her leadership leading up to the start of the Capital Campaign

Fr. Chuck presented the Rector's report. There's been positive feedback leading up to the Capital Campaign. Fr. Chuck discussed the committees that would need to be created to support the Capital Campaign effort. Fr. Chuck encouraged the Vestry to lead the effort on the Capital Campaign and support the church with their prayers.

Fr. Chuck reported on two new hires Lori Blewett as Communications Director, and Bill Holland as staff accountant.

Fr. Chuck reported on a received letter notifying Minerva Skeith had been granted candidacy to ordination.

Fr. Chuck discussed “Way of Discipleship Rule of Life” with the vestry. He encouraged the vestry members to attend any of the ongoing groups at the church.

Fr. Chuck reported his schedule will be filled with capital campaign meetings for the rest of the year. He also reported he will go out on vacation camping and hiking. His first since back surgery.

Senior Warden Shiloh Fallon reported that the results of the church’s financial statements audit were the first without qualification. It was noted that the vestry received the audit. Senior Warden Shiloh Fallon moved that John Orton be accepted as a new non-vestry member of the Finance Committee. Diane seconded. Motion passed.

Senior Warden Shiloh Fallon did not have any further highlights on finance and encouraged vestry members to ask the Treasurer if there are any follow up questions.

Senior Warden Shiloh Fallon indicated that the next Vestry meeting will be held on October 23.

Fr. Chuck led the Vestry in compline’s closing prayers and the meeting was adjourned.

Respectfully submitted,

Gustavo Hernandez  
Junior Warden