

**Episcopal Church of the Incarnation**  
**Short Hall**  
**Vestry Meeting – September 23, 2025**

**Attendees:** Robert Aguero, Matt Bonacorso, Karin Dutra, David Jasper, Kathleen Kane, Rebecca Kendall, Laura McLellan, Mark Neumann, Lisa Pollard, Joan Roughgarden, John Torres, Bill Glenn, Associate Pastor, and Stephen Shaver, Rector.

**Absent:**, Joe Ferrucci

**Guests:** Inese Heinzel, Linelle Lane, Kathleen Baumgardner

**Call to Order:** 6:30 pm by Stephen

**Gathering:** Opening Prayer - Lisa, Chaplain

**Check-in:** Vestry members shared thanksgivings and prayers.

**Consent calendar:** Minutes of August 23, 2025, meeting, approved unanimously.

Stephen shared that Joe Ferrucci is stepping down from Vestry for personal reasons but will remain as Treasurer.

**Update on Welcome Ministry**

Inese shared how the Welcome Ministry is an umbrella for the Steering Committee, Greeters, Inquirers & Seekers, Coffee Hour, Newcomers, and Bookstore ministries in the church. The goal is to empower everyone to be welcoming community members and comfortable sharing about our church and our faith.

Breeze database updates have been requested from the congregation and eventually the database can be used by parishioners in new ways. Welcome Center will be set up to help parishioners do their database update.

Website welcome page is being worked on.

Newcomers party was fun. Of the 49 guests, 35 were new to the church.

Inquirers & Seekers class is getting signups.

70+ newcomers have joined since the opening of the Welcome Center

Process is in place to help staff welcome newcomers and begin to integrate them into the community.

Greeters ministry has restarted.

Stephen stressed the importance of the database update.

**2025-26 Mutual Ministry Review Goals for review and approval**

The goals were reviewed, and minor edits were suggested. Rector goals and Vestry goals are not separated this year, which is appropriate given the nature of the goals. After revision, the goals read:

Our priorities for the upcoming year:

- Celebrate and nurture the vitality, purpose, and inclusion we currently feel in our parish.

- In particular, do this by:
  - Envisioning and funding the future of our campus through our Imagine Incarnation capital campaign.
  - Maintaining and protecting our financial sustainability through our pledge drive and budgeting process.
  - Nurturing our intergenerational community through worship, fellowship, and fun.
  - Creating systems to more intentionally coordinate our children's and youth ministries.

Lisa moved to approve goals with changes listed. John seconded. Unanimously approved.

### **Treasurer's Report**

Joe was not here, so John shared that there isn't much news financially this month, but there is work being done, to be presented in October and November as the budget is developed.

David shared that the Don and Maureen Green estate is being wrapped up soon, and the church will receive \$142,000. (\$71K in cash and \$71 in stock in a private company. Trevi Systems Inc.)

### **Acknowledgment of Letter of Agreement for Bill Glenn**

Stephen explained the purpose and scope of Bill's position at Incarnation. Bill will have the Associate Pastor title. He will be teaching Forums and providing pastoral support with visits, etc. He will have funds to support his areas of ministry, but he is giving his time to Incarnation. One minor edit, change the signature name from 'Assistant' to 'Associate.'

Motion to accept acknowledgment: Lisa, seconded: Kathleen

Bill shared some of his ideas for ministry.

Retreat for Older Parishioners

Day of Recollection during Advent

Open the Church on Wednesday mornings

Eucharist Ministry or Compline on Wednesday night

### **Development Committee, Pledge Campaign Update**

Pledge packets shared with the Vestry. Congrats to the team.

Town Hall lunch is this coming Sunday. Packets will be distributed at the Town Hall.

Testimonials are happening again this year during the services.

You can pledge online and using the pledge card.

Discussion about scheduling another Legacy dinner in May 2026. Questions were discussed about tracking of the legacy givers.

### **Congregational Violence Prevention Plan**

Kathleen shared that the state recently added a requirement to create a violence prevention plan. CalOSHA is overseeing this. There is a lot of structure through the state and reporting requirements to the diocese are included. This draft is preliminary, and revisions can be made as needed. The implementation of training for the larger community needs to be determined. Follow up after an event by clergy or staff with those involved was a suggested addition to the process.

### **Capital Campaign Update**

With all the planning, it appears that the projects will cost about \$3.5M. A November event to close the silent campaign is being considered. The public campaign will be opened in January with a special event. The campaign will close in May or June. Each parishioner will be asked personally to donate to the campaign. So far, the donors have been very enthusiastic about contributing. Several layers of folks doing the ask will be created in the next months. Stephen shared that the teams are working through tasks. The grant for the chancel was not won, but the post meeting with the grant team had good feedback. Farlander Hall qualifies more fully for the grant, though timing issues may interfere with a new application. Bill and Kathleen will follow up on potential grants.

### **Summing up for parish announcements**

Vestry adopted goals for the next year.

The Pledge Campaign is starting.

Welcome Ministry shared their amazing progress and future work.

**Closing Prayer** – Robert, Chaplain

**Meeting adjourned at 8:30 pm**

Respectfully submitted,

Karin Dutra, Clerk