

Episcopal Church of the Incarnation
Short Hall
Vestry Meeting – October 28, 2025

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

Absent: Mark Neumann, Joan Roughgarden, Lisa Pollard

Call to Order: 6:30 pm by Stephen

Gathering: Opening Prayer - Robert, Chaplain

Check-in: Vestry members shared thanksgivings and prayers.

Consent calendar: Minutes of September 23, 2025 meeting were removed from the consent agenda in order to make edits: the addition of Bill Glenn to the list of attendees and deletion of a line from the Capital Campaign notes. Approved unanimously with those edits.

Treasurer's Report:

Quick review of the finances to date, noting that there aren't any concerns with the finances right now. Finance committee needs a member to communicate with the Vestry with John going off the Finance Committee this year. Brief discussion around revitalizing the Finance Committee.

Cynthia Brinkman has agreed to join the finance team. Her addition to the committee is unanimously approved.

Joe may not continue as the Treasurer so we need to discern who would be interested/called to this ministry. It was mentioned that we can be more flexible with the Treasurer's schedule with Vestry presentations.

Development Committee Report:

Rebecca reported that 59 families have pledged, and the pledges are on track to reach our development goal. \$196,000 so far.

Testimonials have been fantastic again this year.

In Gathering on November 9th. Signups link for the potluck will go out soon in email.

Committee will make calls to those who haven't pledged after November 9.

Hand-written thank you notes are a tradition. Karin will organize the notes and distribute them to Vestry.

No additional names to add to the legacy list so far.

Additional information is needed on 'How to pay the pledge.' A newsletter article will be generated.

Proposal to purchase new tables:

David reviewed the tables he recommends for purchase. He suggests that we purchase from AmTab, the vendor who supplied the round tables we have. The tables are a bit more costly, but Buildings and Grounds committee recommends these tables as they will last longer. Motion was made to purchase these tables for \$10,400, using funds from Estates. Motion from John, Seconded by Kathleen. Unanimously approved.

Building and Grounds Chair

David has been asked by Stephen to consider being the Chair of the B&G committee.

He has decided he would be willing to serve if the vestry approves.

Motion to confirm David as our B&G Chair.

Motion made by Karin, seconded by Robert. Unanimously approved.

There is an opportunity to open the committee up to additional members as the team is changing.

Building and Grounds:

David discussed some cleanup and new plantings in the Jerusalem courtyard.

The Rainbow decals were taken from our sign and are being replaced. Second time this happened.

Stumps and dead trees along Cherry St have been removed with replacements coming soon.

2026 Draft Budget:

This is the first draft of the 2026 budget for the Vestry to review.

Stephen reviewed last year's budget and said that the increases in pledges and reduction in expenses reduced our deficit and the church is in a much better financial position this year. The current pledge campaign would have to raise \$530,000 to balance the budget. That said, there are still some factors to be aware of as we seek to increase our financial sustainability:

- We still rely on the Frame Shop rental income. If this income stream were to disappear, we would have a gap of about \$40,000/year.
- We are drawing 7% annually from the Green Fund. Stephen would like to reduce the draw to 4% or 5%.
- Healthcare costs could increase significantly if some employees were no longer covered by other sources. The benefits package currently includes employee and all dependents.

The vestry reviewed the first draft 2026 budget and identified areas for the rector, wardens, treasurer, and bookkeeper to clarify before our discussion of the second draft next month.

The 'Ministry Expenses' section of the budget has been reworked to match the ministry groups. Ministry leaders will be able to manage their expenses directly and leaders are currently being asked what funds they would like to receive for 2026.

Proposed revisions to church bylaws:

- **Article V, Section 5.1** – removing the provision for a nonvoting youth vestry member, which seemed unnecessary as there is nothing prohibiting youth from being encouraged to attend vestry meetings as nonvoting observers, or for vestry to invite them to be participants with voice but not vote, without needing explicit provision in the bylaws
- **Article VI, Section 6.7** – removed prohibition for presider to break a tie, which conflicted with other provisions already in the bylaws
- **Article VIII, Section 8.1** – redundant sentence removed.

Motion made to accept changes to by-laws listed above.

Motion made by David and seconded by Rebecca. Unanimously approved.

Summing up the meeting:

Update on the pledge campaign.

Draft 2026 budget was presented.

New tables!

Closing Prayer – Robert, Chaplain

Meeting adjourned at 8:30 pm

Respectfully submitted,

Karin Dutra, Clerk