

St. Ambrose Episcopal Church
Minutes of the Vestry Meeting

Wednesday February 24, 2020

Via Zoom

Present: Fr. Shane Scott-Hamblen , Nilda Chong (2022), Hamilton Fong (2022), Raphael Gerber, Shelley Keefe (2021), Alison LeBlanc (2021), Michael Lord, Brenda Matsuo, David McIntyre (2021), Valerie Mersh, Jim Neubert (2022)

Absent: None

Guests: Sea Breeze School Principal – Jerelyn Weber, Youth Minister - Daniel Tate,

- I. Call to Order and Opening Prayer – Father Shane at 7:00 p.m.
- II. Check-in: Everyone is doing well and staying busy. Ended 7:21 p.m.
- III. Minutes of January 27th, 2020 Vestry Meeting – Approved MSC
Minutes of February 15th, 2020 Vestry Meeting – Approved MSC
- IV. Financial Reports – Michael Lord, Treasurer
 - A. January Financial Statement
Were approved, subject to audit, after some discussion. January was net gain, due to several pre-paid pledges for the year.
 - B. Year-To-Date Financial Statement
Were approved, subject to audit, after some discussion.
- V. Parish Reports / Old Business:
 - A. Rector’s Report – Father Shane – nothing added to written, things going well.
 - B. Senior Warden - Shelley
 1. Thanks for Special Planning Meeting input
 2. Let’s set strategy for church growth for pandemic vs. post-pandemic.
 3. We’ll use both email and Dropbox for Vestry packets
 4. St. Ambrose By-laws, Epis. Church canons, will be sent out. Vestry Resource Guide is available as well via various means.
 - C. Junior Warden – Alison - nothing added to written ...Prayers for Frank.
 - D. Sea Breeze Report – Jerelyn –
 1. Got forgiveness on PPP Loan.
 2. Applied for another, was approved & funded.
 3. See Report for other items.
 - E. Altar Guild – Shelley – offered a few highlights from Written Report.
 - F. Buildings & Grounds – Jim –
 1. Brief update on Panel Installation. New date is set for school recess, to be on April 5th, due to PG&E 30-day notice requirement. Jordan wants confirmation of acceptance of his quote.

2. Brief update on Livestream Installation. Jordan says he'll wrap up this week. (Thurs./Fri.) Jordan wants confirmation of acceptance of his Quote.
 3. David M. said he was told something was to happen on March 6th. He would investigate with Jordan.
 4. Jim noted that Buildings & Grounds decided to not let the lighting aspect of the Livestream Installation be just eliminated. The installation still suffers from the light coming from the stained-glass windows. Hamilton asked about putting cover or filter from behind over the windows. That was decided against. Fr. Shane was especially interested in solving this item. Jim suggested Fr. Shane talk with Jordan when he would be at the church next day and discuss alternative choices for remedy, plus pricing. It was decided he would, and we would keep this topic an open item on the Agenda.
 5. See Report for other items.
- G. Technology & Livestream – David
1. David did general summary/update, asked for questions.
 2. Shelley said we should train others to run it. David replied that yes, but every time we change the format or presentation, we need to “rescript” the programming. This hinders training.
- H. Outreach – Steve, Nilda, Jim –
1. The recent Sandwiches on Sunday was fun, well-supported.
 2. Jim summarized his report on current status of this Ministry since Special Vestry Meeting. Nilda decided she would not take over this Ministry; Jim would continue. Jim reported that they are having trouble with Zoom and Wi-Fi accessibility. They don't always have equipment or signal. But we agreed a next Zoom meeting with Manuel, Nilda, Fr. Shane, Jim, Pamela and Pati would take place soon, based on schedules and Jim shared that St. Ambrose wanted a relationship that was deeper in understanding and meaning. Pamela was heartened by that. Jim also reported he dropped off the Banner and Bible we have been holding for awhile now at their Livestream at Good Shepherd and they were delighted.
 3. See Report for other items.
- I. Programs
1. Bible Study - Fr. Shane said that it was going particularly well. Solid base of attendees. 8-14 persons.
- J. Youth & Family Ministry – Daniel –
1. Good month, strong parental support; had parent meeting that developed good ideas. Google Doc. for ideas sent out.
 2. We'll do Zoom every other week now, in-person activities alternate weeks.
 3. Had 7 kids for a pizza party.

VI. New Business:

- A. Re-gathering Plan Vs. Vaccine Discussion – We will be asking people to come back to worship one of these months. Discussed how to notify to invite. Also, what percentage, their arrival must be planned (occupancy), Lottery system, phone calls, Ambrosian? There is still some confusion about the vaccine being failsafe; masks will still be required. It was just past the Ambrosian deadline, but this might help David to plan this process better & present at next Meeting plus Ambrosian article. David agreed.
- B. Action Items from Planning Meeting:
 1. Dates for Back-to-School Lunch, Stewardship Event – will be worked into Calendar. Stewardship Event – revisit early Summer, can happen at the Church.
 2. SBS Connection and Congregational Survey.... merge into one item.
 - a. This is Fr. Shane, Brenda, Nilda and Jerelyn. Vestry will discuss and this subcommittee will make the new Survey for SBS families after collaborating with Jerelyn.
 - b. Jim sent to Nilda all his files and documents from the past Committee work for the original Congregational Survey. Nilda said she would handle this.
 3. Rector Search – Shelley will contact Denise Obando at Diocese and report back.
 4. Photo Directory – Shelley shared “Instant Church Directory”. We can advance this. Shelley will do Ambrosian article on this topic – soliciting interest in participation.
 5. Finance Committee – Fr. Shane, Mike, David
 - a. Mike will put this together (names discussed), bring proposed subcommittee list to Vestry for Vote.
Duration of Term must be defined (year-to-year?).
 - b. David will work on Servant Keeper over time (tabled for now)
 - c. We might try to donate tablets or phones to El Buen Pastor. Fr. Shane described an initiative with older equipment that could happen. It was mentioned that St. Ambrose has done this program in the past with El Buen Pastor.

VII. Closing Prayer - Father Shane

VIII. Adjournment – 9:00 p.m.

These minutes are respectfully submitted by Jim Neubert