



Holy Family Episcopal Church
5038 Hyland Avenue
San Jose, CA 95127
Vestry Meeting Minutes
August 12, 2018
1:30 PM

Opening Prayer was offered by The Rev. Ruth Casipit Paguio at 1:30 PM

Present were: Nancy Brock, John Bower, John LeSchofs, Gary Thomas (Senior Warden), Lucia Meneses (Jr. Warden) Martin Ayala Hernandez, Marge Smith, Gloria Duncan, and Rosie Limos, and Jane Pomeroy.

Absent: Lita Thomas and Mindi Wojdylak.

Agenda was approved with additions (2019 Budget, True Up and Property Taxes)

Minutes of 7/8/18 were approved as amended.

Treasurer's Report: Marge reported that we are at 89% of our pledges for the year. Mandala and the Indian Center paid the church utilities. Beginning in July, Mandala will pay 20% for water. The Fair Share and True Up were \$214 for the first half of the year. We need to include the utilities with this amount. Due to an address change, the telephone company charged us a \$9.00 late fee. Fire extinguishers were replaced. *(A detailed financial report is available upon request)*

Unfinished Business

- 1) Buildings and Grounds: John LeSchofs reported that the drip system has been updated, and it works. The tree trimmer cleaned the palm tree. The Kirk Ave gate needs to be installed; re-build the wooden fence on the neighbor's side (he is willing to pay 50/50. Playground fence needs to be looked at. It is presenting a safety issue because we need permission to go onto the owner's property to do the needed repairs. The Vestry has decided to mail a certified letter to the owner; if he/she does not respond we shall TAKE ACTION. Mandala has a phone number; we shall also check tax records if necessary. Next

meeting for this committee is scheduled for this Thursday at 6:00 PM We also need a sign or two to remind us to "Please close doors securely."

- 2) Create a Welcome Flyer: Gary Thomas, Senior Warden would like to see the history, Mission/Vision state our logo and a group photo on the flyer. The front, side 1 would be in English and side 2 would be in Spanish. Working with Gary are Lucia, Jane and Rosie.
- 3) Name Change on Property: The bill came addressed as Holy Family. Nancy Cohen will need to send us a form for further corrections.
- 4) New Computer: has arrived with all the necessary software programs installed thanks to Martin Ayala Hernandez. Thanks to Nancy Brock for making the purchase.

New Business

1. Diocesan Investment of \$651,731.46 was sent with The Rev. Canon Jesus Reyes on the Sunday in which he was our guest preacher. \$8,000.00 has already been deposited or held in the account. The Vestry decided that recipients of the quarterly statements shall be: Gary Thomas, Senior Warden, John Bower, Treasurer, Lucia Meneses, Jr. Warden, and Marge Smith. We were informed that we shall no longer receive the grant of \$3,500 per month. Our Senior Warden, Gary Thomas, suggested that we write one Resolution per year to have monies for property improvements, as well as, 7-8% to live on.

Other:

- 2019 Budget: The Vestry suggested that the Financial Committee develop a proposed budget which would be ready in late September. This budget would include fundraising, improving our stewardship canvass, a budget for fundraising and consideration for the contract of The Rev. David Starr which would be four (4) months at 50%? Details have yet to be worked out. Duties need to be specified (Wednesday Noon Prayer, Immigration program etc.) Housing, insurance and pension also need to be considered by the Financial Committee.
- True Up: \$253 +\$43
- Property Tax: Originally, we received a property tax bill July-August 30, 2018 with no exemption. Thanks to John Bower's persistence and diligence and many phone calls, we shall receive the full exemption. We have 20 days to submit the paperwork and furthermore, we do not have to pay the bill which was sent to us. Thanks to John Bower for sending out our tax packet.
[Comment: Rev. Lucie Thomas needs to submit her forms for life insurance and long term care].

Calendar:

August 26, 2018	LEM Training
September 2, 2018	Services begin at 10:00 AM
September 9, 2018	Vestry Meeting at 2:00 PM

Next Meeting: Sunday, Sept. 9, 2018 at 2:00 PM

Closing Prayer: "I thank God today..." and the Lord's Prayer.

Adjourned at 2:54 PM

Respectfully Submitted

Gloria Duncan
Vestry Secretary