

**The Episcopal Parish Church of Saint Michael and All Angels**  
3233 Pacific View Drive Corona del Mar, CA, 92625

*The Rev'd Shane Scott-Hamblen, Presiding Officer*

**Minutes of the Vestry Meeting**  
**December 13, 2023**

**Present**

The Rev. Shane Scott-Hamblen  
Ombudsperson – Steve Morris  
Senior Warden – Louise Stover  
Fellowship – Gail Haghjoo  
Communications – Brooke Pauley

Treasurer – Stacie Tibbetts  
Mission – Beth Bianchi  
Clerk – Colette Spence  
Evangelism – Clyde Dodge  
Buildings & Grounds – open  
Stewardship – Keith Lumpkin

**Attended via Zoom**

Junior Warden – Julie Sheffield

Christian Education – Kim Montgomery

1. Opening

1.1 Prayer read by Shane+, opening the meeting at 5:35pm

2. Matters of General Consent

2.1 Shane presented a new logo for us to consider. It was discussed and suggestions were made.

2.2 Stacie moves to accept the minutes from November's Vestry Meeting. Louise seconds the motion. The motion is passed and November 2023 Vestry Minutes are accepted.

3. Reports:

3.1 Rector's Report - Rev. Shane Scott-Hamblen

3.1.1 Organ

- Work on the organ will start at the beginning of January. They will be taking the console and the pipes.
- Enough money was raised to pay for the full organ renovation.
- There are hopes the organ will be back in time for Easter.
- We are being loaned a digital organ in the absence of our organ. May have the loaner in time for Christmas.
- Steve said he is surprised by the sound we can still get from our organ.

Annual General Meeting.

- The AGM will be held on February 11, 2024. Vestry needs to meet before the AGM.

- Commission reports need to be completed by January 17 to prepare for the Parish Annual Meeting.
- All vestry members agreed the next Vestry meeting will be January 10, 2024.

### 3.2 Stewardship Report- Keith Lumpkin 2023 Budget

- We are ahead of the budget for 2023 in terms of pledges as of the end of November.
- Keith read his report and he has received 47 out of 61 pledges and 7 new pledges. Our 2024 goal is \$300,000.
- It was pointed out that pledges help us to plan our budget. Pledges are important.

### **Break in the meeting for a presentation from Jamboree Housing Development**

Presenters: Michael Massie and Roger Kinoshita

Jamboree Housing Development was founded in 1990 and is located in Irvine. They are a non-profit organization focused on developing affordable housing. They build high quality housing complexes where they include services for tenants and the community. They have built properties not only in Irvine but also across the state. Providing services is very important to them and what they do.

They have a strong level of innovation in terms of capital structure and financing. They have raised \$813 million from various places. They mainly focus on workforce housing with some senior and special needs housing. They build mixed communities. They showed us some visuals.

The City of Newport Beach is very enthusiastic about affordable housing and has been looking for property to build on.

Jamboree is willing to work with us regarding what we want to do. Depending on the type of build, timelines can vary (19 mos. to 10 years). SB4 is helpful. For us the whole project could take 3-4 years, but some money upfront is possible.

### **Vestry Meeting Continued**

#### 3.3 Treasurer's Report- Stacie Tibbetts

The Financials and Budget reports were sent out via email

- Stacie brought up a conversation from September about changing the donor restricted funds to donor designated.

After the discussion, Stacie made a **motion** to changes the term “Donor Restricted” to “Donor Designated” funds. Louise seconded to motion. Discussion

followed. Stacie pointed out that donors need to be informed that when they give money for a specific purpose, that once that purpose has been fulfilled, any remaining funds can be added to the general fund or returned to the donor if they want. Louise suggested the money could go into a Vestry Designated fund. Motion was passed.

A second **motion** was considered that if funds in a Donor Designated funds are no longer needed for the fund designated, could the funds be moved to the Vestry Designated fund? It was decided that this was a discussion for the future, not tonight.

- Stacie briefly touched on the financials. It was noted that while we are in a deficit, it is less than \$149,000 anticipated. This means we will have more to apply to the 2024 Budget.
- In their meeting, the Finance Commission trimmed as much as they felt they could from the 2024 Budget projection. They are still anticipating a \$137,000 deficit in 2024. This is a concern.

Louise made a **motion** to accept the Treasurer’s Report. Beth seconded the motion. Motion is passed.

4. Other Business

4.1 Sharing Spaces Report

- Louise presented the comparison of two groups - LeSar Development Consultants and Congregational Land Committee - that can provide us with a feasibility study.

Feasibility Study Consultant Comparison	
<a href="#">LeSar Development Consulting (LDC)</a>	<a href="#">Congregational Land Committee (CLC)</a>
Cost: \$8,500 from Dori’s \$25K bequest	Cost: \$0.00
Turnaround Time: 30 days from date signed.	Turnaround Time: 60-90 days starting late-January
For profit. Founded 2005	Non-profit. Founded 2018
Based in San Diego	Based in Pasadena
Clients are private, nonprofit, & public sectors	Clients are nonprofit sector
Mission-driven, woman-owned small business. (business professionals)	Inter-faith housing justice advocates and community organizers. (young, scrappy activists)
Working w/ EDLA, EDSO, & Province 8	Working w/ EDLA
RFP = they write	RFP = we write
Communications = included	Communications = not included
Parish Resource Requirements: Negligible	Parish Resource Requirements: Considerable

- Both the finance commission and the diocese recommend LeSar for the study.

Stacie made a **motion** to engage LeSar to provide a feasibility study for us at the amount of \$8,000. Steve seconds the motion. Discussion followed...

- Someone asked if we know whether CLC has determined whether we qualified for their help? The response was not yet.
- Shane+ mentioned that Michael Bell is hoping we will make a decision on affordable housing vs. market rate housing at tonight's meeting. We feel we don't have enough information to make a decision. We want a feasibility study for information. Shane+ prefers we look at market rate housing as it will bring in more profit.
- Shane+ hopes to re-engage Brandywine.
- There seems to be a preference to do mixed housing due to possible benefits as far as funding and construction time.
- Shane+ would like a feasibility study based on market rate housing be done as well.
- Louise thinks that LeSar does not do exclusively market rate studies, only mix of market rate and affordable.
- Steve would like us to ask LeSar to do both types of study.
- Keith asked if LeSar won't do both, do we decline their services.
- Colette mentioned concern over the change in the vestry members and not knowing what we are and have been doing.

Motion was passed.

Keith made a **motion** that if LeSar cannot do a market rate feasibility study, approving Shane+ to engage another company to do one. Louise seconds the motion. Motion was passed.

#### 4.2 2024 Zero-Based Budget

- The Finance Commission spent a lot of time going line by line over the proposed budget for 2024 to find areas where money can be saved.
- We will have our reserves to help us get through 2024 and then it's gone.
- Within the areas of Salaries, Benefits, and Mission Share, there is already a \$1,000 deficit.
- Shane+ to get a quote on landscaping to try and reduce costs.
- There was more discussion on other ways to cut the budget.
- Louise does not feel it is responsible to present a deficit budget.
- Others disagreed, as we have reserves.

- However, we need to be clear that the situation is “okay” now but could be trouble in 2025.
- There was some discussion about the communication specialist position.
- It was noted that there are potential cost saving opportunities in other areas as well.
- We need to find ways to work smarter, not harder.

Keith made a **motion** to approve the 2024 Budget. Steve seconded the motion. Motion was passed.

#### 4.3 Vestry Slate for 2024

- We have 4 members and 1 warden rotating off the Vestry.
- Along with Buildings & Grounds, we will need five new members.
- One position will be a 1-year term to get the Vestry back to 4 per year rotation schedule.
- Vestry members rotating off will come up with possible replacement nominations.
- Following the Annual Meeting, those elected will choose the position in which they would like to serve.
- Vestry will need to decide in January who will be on the slate.

### 5. Other Reports

- 5.1 Stewardship Report- Keith Lumpkin
- nothing more to add from earlier
- 5.2 Education Report- Kim Montgomery (not in attendance)
- Report sent via email.
- 5.3 Ombudsman Report- Steve Morris
- Steve has nothing to report
- 5.4 Communications Report- Brooke Pauley
- We were asked by the diocese about the annual Christmas ad in the Register. We are participating and it will be out this week.
- 5.5 Mission Report- Beth Bianchi
- The Alternative Gift Fair brought in \$2,600.
  - Several charities were supported.
- 5.6 Junior Warden Report- Julie Sheffield
- Nothing to report this evening.
- 5.7 Fellowship Report- Gail Haghjoo

- Gail reported that all is going well.
- She will have a template for her replacement..
- Gail said sign-ups for We Serve have slowed.

5.8 Evangelism Report- Clyde Dodge

- Reported that there was no presence at the Christmas Walk this year.
- Clyde is working on a tagline to present to the vestry and the congregation.

6. Upcoming Events

- December 16- Peter Haynes+ Service
- December 17- Children's Christmas Program
- December 23- Greening of the Church
- December 24- Christmas Eve Holy Eucharist
- December 25- Christmas Day Holy Eucharist
- January 6 - Epiphany
- February 11- 57th Annual Parish Meeting

7. Other

- A question came up about College Ministry (noted in expenses). It seems to be related to Canterbury Irvine. Reconfirmed that Saint Michael's does not have a College Ministry.

8. Adjournment & The Closing Prayer (said by all)

Next meeting is on January 10, 2025

Meeting ended at 8:06 PM