

Some numbers have been redacted, to avoid prejudicing negotiations.

**Saint Michael and All Angels Episcopal Church  
Vestry Meeting  
May 18, 2025, 12:30PM  
Church Pavilion**

**Present:** Rector's Warden: Patrick Reilly; Vestry Warden: Barbara Koenig; Vestry Members: Diane Taylor, Sue Redfern-Campbell, Jennifer Hanson, Michiel Bourdrez, Daniel Ferguson, Bruce Roach, Jack Knight, Sherry Kircher, Katie Rooney; Clergy: Mike Angell, Simone Drinkwater; Officers: Evelyn Hanneman, Treasurer; Judy Fifield, Clerk

**Not Present:** Chris Alvarez, Riley Huston

**Guest:** Don Noack

The Vestry gathered for lunch and fellowship at 12:30PM.

**Call to Order**

The meeting was called to order at 12:45PM. A quorum was present.

**Opening Prayer & Vestry Covenant**

Simone said the opening prayer. The Vestry Covenant was read aloud. Simone left the meeting to facilitate the newcomer's class that was being held in the parish hall.

**Consent Agenda**

Two items were listed:

- Minutes of the May 3<sup>rd</sup> Vestry Retreat, and
- Acceptance of the 2023 audit as recommended by the Finance Committee.

Barbara made a motion to approve the minutes as written and accept the recommendation of the Finance Committee. The motion was seconded by Jack and passed unanimously by voice vote with no abstentions.

**Reports**

Finances

Evelyn reviewed the March and April financial statements. She provided additional information related to revenue and expenses of certain budget categories and/or line items, including:

- A \$9,000.00 decrease in pledges and the offering plate for April when compared to last year. This most likely means we will be in a deficit situation for the rest of the year.
- A 2023 audit adjustment of \$144,000.00 to our balance sheet was related to accumulated depreciation which is a non-cash expense (pages 1 & 14). This doesn't affect our ability to pay bills, etc.
- Increased expenses by the food pantry to purchase basic food items due to funding cuts to the Road Runner Food Bank by the United States Department of Agriculture.
- Changes to the Clergy Payroll category. Associate Clergy -- Formation will be changed to Pastoral Care. This is Lee's salary. The Administrative Payroll Formation line item will be used for the Director of Ministries with Youth and Outreach salary.
- An unexpected delay in the March payment of approximately \$29,000.00 from the New Mexico Early Childhood Education and Care Department to the school. Cheri and Monica are looking into this situation.

- The contract with the Diocese of the Rio Grande for the share of Simone's salary is in the final stage of development. The Diocese of the Rio Grande payment for a portion of Simone's salary for March, April, and May will be paid as a lump sum.
- As of May 13<sup>th</sup>, approximately \$40,000.00 has been received for the solar installation project.

The 2024 audit is moving forward. We can expect a slight increase in audit expenses.

#### Information of Action taken by the Finance Committee

The Finance Committee approved a request by the Property Committee to spend up to \$4500.00 to seal the asphalt parking lots. One bid has been received. A second bid is pending.

#### Discussion of new church sign along Montano Rd.

There have been a few instances when the length of time to obtain final approval for a capital expenditure has caused a significant delay which resulted in the selected contractor no longer being available for the project. When this has happened, the Property Committee has had to begin the bid and approval process again. Therefore, the Finance Committee requested the Vestry to consider upfront approval of around [REDACTED] for the new church sign. While this is a slightly different method for approval of a capital expenditure, it will enable the Property Committee to engage in a timelier process of soliciting bids and selecting a contractor without the need to return to the Finance Committee and Vestry. A motion was made by Michiel for the upfront approval of around [REDACTED] for the new church sign. Diane seconded the motion. The motion was approved by voice vote with no abstentions.

#### **Rector's Report**

Mike's written report was sent with the read-ahead materials. Of particular importance is the hiring of Angel Nalubega as our Director of Ministries with Youth and Outreach. Mike spoke of Angel's impressive education, her depth of experience, and readiness to work with us. Mike spoke of the conversations he had with her references - several who he knows personally. He spoke of the interview process which included a committee of parishioners and Simone. Patrick and Barbara were also involved. Jake VanDerGeest and Monica Munoz had important conversations with Angel about the food pantry and school. Angel will begin her work with us on July 1<sup>st</sup>. An announcement will be in E-Noticias in the upcoming week. The salary for this position is [REDACTED]. The re-location expense is [REDACTED] approximately 1 ½ months of salary savings with Raphael's departure.

#### **Discussion**

##### Campus Planning – "The Plan to Plan"

Barbara and Don Noack informed the Vestry of the convening of a campus Plan-to-Plan Committee who have been meeting to determine the need for a new Master Campus Plan to better meet church and community needs. There are 8 members on the committee consisting of church members who have significant history with the church as well as new parishioners. A presentation was provided by Barbara and Don along with an accompanying written document. Included was a *Ministry Complex Timeline* starting from 2004 (which resulted in the 2007 Master Site Plan) through 2018 when the mortgage was paid off. A list of unmet needs from 2007 was also included. In addition, a list of new needs and maintenance items was reviewed.

The question is “are we ready or do we wait?”. If we are ready the general approach would be as follows:

- The Plan-to-Plan Committee presentation and discussion with the Vestry and obtain approval to continue forward with the process.
- *Dream* phase which would probably be a 2-year process resulting in a Site Master Plan.
- *Get Ready* phase would involve a capital funding campaign probably over an 18 month period of time.
- *Get Concrete* phase where we would realize the completion of the Site Master Plan.

Each of these phases would have written action steps and expected deliverables. The written document referred to at today’s meeting will be available on REALM.

Discussion followed. Some comments included:

- We struggle with our current needs.
- Our buildings are currently not meeting our ministry needs (i.e. Casa San Miguel Food Pantry building and the school).
- It has been almost 20 years since we had a Site Master Plan.
- It is time to seriously look at our future needs.

A question was asked about what the Plan-to-Plan Committee is currently doing. The committee is talking to:

- St. Marks who is in the middle of developing a Site Master Plan,
- several architecture firms, and
- the Vestry today.

Another question was related to the immediate next steps the Plan-to-Plan Committee would like to see. Next steps for May 2025 include:

- The Vestry considers the general approach as presented today.
- If approved by the Vestry, the work of the Plan-to-Plan Committee is completed, and a Steering Committee would be established to begin the *Dream* phase.

For June, next steps would be:

- The Steering Committee meets with the architecture firm/s who have submitted bids. It is estimated the *Dream* phase of the process will cost between [REDACTED] resulting in a Site Master Plan.

Discussion then moved to the need to go about this process in a respectful way with intentional communication with the congregation through multiple and on-going invitations for input, feedback, and discussion centered around how this endeavor reflects our values as a church in fulfilling its mission. Equally important is the need for stewardship to be closely tied in as St. Michael’s moves through each step of the process.

A motion was made by Bruce to approve the general approach as presented by Don and Barbara as representatives of the Plan-to-Plan Committee and to approve an expenditure of [REDACTED] to develop a Site Master Plan. The motion was seconded by Michiel. The motion was unanimously approved by voice vote with no abstentions.

**Upcoming Dates**

Pentecost weekend, June 6<sup>th</sup> – 8<sup>th</sup>

- Friday at 6:00PM. St. Michael's hosts, Bishop Hunn celebrates the LGBTQ+ Pride Service and the Service of a New Name for Simone
- Saturday AM – Gay Pride Parade
- Sunday All Services – Bishop Hunn celebrates with us for Pentecost and welcoming of new Episcopalians
- Sunday, 12:30PM – Bishop Hunn meets with the Vestry

**Adjourn and Closing Prayer**

There being no additional topics for discussion, the meeting adjourned at 2:30PM. Mike said the closing prayer.

Respectfully Submitted

Judy Fifield, Clerk