

ST. DAVID'S EPISCOPAL CHURCH

Agenda: September Meeting of The Vestry

Sept 24, 2025: 6:30p

Location: Vestry Conference Room, St. David's Episcopal Church

Attendance: John Crow, Peni Ellis, Laura Hernandez-Ehrisman, Rick Patrick, Joe Sanchez, Matt Carlberg, Meg Erskine, JC Sanders, Melanie Moore, Mity Myhr

Clergy: Mother Hope Benko

Staff: Jim Lamm

Vestry Meeting Agreements

1. *Keep Jesus between us.*
 2. *Equity of voice.*
 3. *Speak your truth.*
 4. *Be fully engaged, lessen distractions.*
 5. *Communicate with compassion. When things become difficult, turn to wonder.*
 6. *Presume positive intent.*
 7. *Begin and end on time.*
-

Opening of Compline – *Mother Hope*

Clerk's Report – *JC Sanders*

- Motion to approve August minutes as presented. Seconded and voted.
- Approval of August meeting minutes, Laura abstained from the vote.

Treasurer's Report – *Bunny Neible*

- August Financials
- Three-year Budget Planning Subcommittee: Preliminary 2026 budget forecast
 - Hospitality report was shared. Positive report for the new Thursday Deli Days offerings from Cafe Divine.
 - Budget is on track, and gratitude was shared for the staff for their efforts in staying close to budget.

Total Surplus (Deficit) – August 31, 2025

\$12,880.78 2025 YTD Total Surplus

(\$190,869.00) 2025 YTD Additional Foundation Deficit Support

(\$177,988.22) 2025 YTD Total Deficit Without Additional Foundation Deficit Support

(\$355,187.92) 2024 YTD Deficit August 31, 2024

The expected deficit was shared. It was shared that the current deficit is a shortfall that can be managed and reduced based on the expected income.

- The Finance Committee is considering changing parking lot management companies to Peak Parking. This company manages many parking lots and garages in our area and uses an adjusted parking fee.
 - Jim is waiting for a proposal from Peak Parking, which is expected by the end of the month. This company utilizes parking apps and variable parking fees. Discussion regarding changing companies was held. The proposal will be shared with the Vestry at the next meeting.
- Draft of the audit information was shared.
 - Bauer & Company presented the draft audit and findings at the September Finance Committee.
 - Meeting, Wednesday, September 17, 2025, 6:00 pm, Vestry Conference Room. A summary of the audit is included with the Finance Committee's September 24, 2025 Vestry Report. The draft

consolidated financial statement audit was provided September 18, 2025, to Finance Committee members; final audit is expected to be received by September 30, 2025. Bauer & Company expect to issued an unqualified audit option.

- The audit identified one material weakness and two significant deficiencies in St. David's financial internal controls.
- Material Weakness
 - Financial Close Process
 - Employ Controller or CFO
 - Implement Monthly Financial Close Checklist
 - Establish a Fixed Asset Accounting Policy
 - Implement Intercompany Transactions Accounts
- Significant Deficiencies
 - Endowment Investment Accounting –Verify Donor Restrictions; Simplify Accounting
 - Donor Restriction Documentation – Process to Track and Steward Donor Restricted Assets
- Final audit will be brought to the Vestry at next month's meeting.
- Motion for Exception to Vestry Gift Acceptance Policy for Unrestricted Gifts: George McGonnigle Estate
The McGonnigle gift was received by the Church as a bequest of unrestricted funds. Mr. McGonnigle also had an outstanding Capital Campaign pledge. With his passing, the Capital Campaign pledge will not be fulfilled.
The Finance Committee recommends that the Vestry approve an exception to the Vestry Gift Acceptance Policy of Unrestricted Gifts for the George McGonnigle Estate gift and that the gift be directed to fulfill his outstanding Capital Campaign pledge, with any residual going to the undesignated operating budget.
- Seconded and voted. Approved. Laura abstained from the vote.

Jr. Warden's Report: Facilities Report– *Rick Patrick*

- Handrail remains a work in progress because the crew is unable to reach under the floor.
- Staff work areas are being adjusted.
- Lighting for additional security outdoors, in Crail rooms, and in the historical church.
- Drop-down mics will be installed in the choir area.
- Discussion regarding hearing aid support for parishioners.
- Awning for surface lot will be replaced in mid-October and funded from Allison Marshall's gift.
- The church had a break in on the first floor through a window. The Day School had to be closed for the day in order to clean the area. New opening of day protocols were established to check the school area is ready for students before parents come into the building.

Church Update – *Mother Hope*

- Attendance has been normal through the summer, and average attendance is ahead of last year. Comparison data was reviewed. St. David's is at above 7% average growth. While other Episcopal churches are experiencing closer to 10% growth in the same time period.
- Plans for the visit from the Bishop were shared.
- Newcomers class is going well. Mother Hope shared stories from the Newcomers class.
- Mona West has announced her retirement as Director of Adult Formation.

New and Old Business

- Motion: Appointing Robert Sumners as Chancellor
The Vestry approves the appointment of Robert Sumners as Chancellor.
 - Second and voted. Approved. Laura abstained from vote.
- Resolution: Gratitude for Lowell Keig's service as Chancellor
Whereas, Lowell Keig, a faithful member of St. David's congregation, has honorably served for six years as the Chancellor for St. David's Episcopal Church, Austin.

Therefore, be it resolved and acclaimed that the Vestry of St. David's Episcopal Church, Austin, hereby expresses our sincerest gratitude to Lowell for his faithful service and recognizes his many outstanding contributions as Chancellor to our Church and Parish.

- Seconded and voted. Approved. Laura abstained from vote.
- 2026 Vestry Retreat – Confirm dates and location at Tyrolia
 - Discussion regarding the venue was held.
 - Motion: Retreat to be held on February 6-8, 2025, at Tyrolia in Waco.
 - Seconded and voted. Approved.
- Update on Parking Garage Vendor and HR&A presentation follow-up
 - Jim reviewed the next steps regarding the feasibility study.
 - No action will be taken on the Burnet Road property in the near future.
 - Next steps for the Vestry are to determine messaging and share it with the congregation.
 - Project 32 is continuing its mission to increase our ministries.
 - Next steps for our Vestry are to consider our nonnegotiables and our mission to our community.
- Profile Committee / Survey update – *Melanie Moore*
 - 98% of our average attendees have completed the survey.
 - Pulse survey has been done with the staff.
 - A combination meeting for Vestry and Profile Committee will meet on Oct. 7th, but will be a virtual meeting.
 - Full parish presentation will be in October.
 - Next step in listening groups. Vestry members are asked to be facilitators for these listening groups.
- EXECUTIVE SESSION (*vestry only*): Transition Items
- The Vestry presented Mother Hope with letter for call of St. David's Locum Tenets in the absence of a Rector when Father Chuck Treadwell retires.

Upcoming Dates (Full calendar of events at [St. David's Calendar](#))

- October 1st: St. Francis Blessing of the Pets. 6:30p, Playground
- October 7th: Ad hoc Vestry Meeting: Report of Parish Survey results, 6p. Zoom
- October 12th: Bishop Ryan's visit
- October 15th: Finance & Exec Committees, 6p. Vestry Conference Room
- October 19th: Parish Focus Group: Rector Profile Survey, 10a., Sumners
- October 29th: October Vestry Meeting
- October 26th: Harvest Sunday
- December 13th: Vestry Holiday Party
- December 20th: La Posada, 5:30p

Close of Compline – *Mother Hope*

Vestry Meeting Dates (*Vestry Conference Room, time: 6:30-8:30p. unless noted*)

Month & Date	Vestry	Finance (Bunny Neible)	Stewardship (Eric Malnassy)
May	May 28 th	May 21 st	May 7 th
June	June 25 th	June 18 th	June 4 th
July	July 23 rd	July 16 th	
August	August 27 th	August 20 th	August 6 th
September	September 24 th	September 17 th	September 3 rd
October	October 22 nd	October 15 th	October 1 st
November	November 19 th	November 12 th	November 5 th

December	December 17 th	December 10 th	
January	January 21 st	January 14 th (Combined)	

Vestry Members are encouraged to attend. Please drop the Chair an email if you plan on attending. Prior to all Wednesday meeting dates, join for Evening Prayer in Grace Chapel at 5:15p followed by dinner in Sumners' Hall at 5:30p.

Vestry Members *(by End of Term)*

2025	2026	2027
John Crow	Matt Carlberg	John Fitzpatrick
Peni Ellis	Meg Erskine	Clare Knapp
Laura Hernandez-Ehrisman	Bunny Neible	Melanie Moore
Rick Patrick	Dan Salter	Mity Myhr
Joe Sanchez	JC Sanders	Colby Simpson