

# Church of the Holy Nativity

Minutes of the Vestry Meeting  
January 20, 2015  
Holy Nativity Conference Room

**Present:** **Ex-officio:** The Reverend Debra Vanover, Barbara Poole-Street, Eva Eglinton, and Greg Kwan

**Lay Members:** David Buck, Lila Johnson, Jane Loo, Ed Moore, Austin Nakoa, and Bill Seeley, and Robert Skillman.

**School Headmaster:** Tim Spurrier

**Absent:** Tusi Mayer

## **Call to Order:**

The meeting was called to order at 7:07 pm by the Reverend Debra Vanover.

## **Devotion:**

Offered by Rev Deb

## **Minutes:**

The minutes of the December 16, 2015 Vestry Meeting were approved with amendments to sentences syntax.

## **School Report:**

Headmaster Tim Spurrier reported on a NAES webinar conference, "*Leading together: Understanding Parish Day School Governance*" that he and the president of the school board attended. He shared the PowerPoint slides. Spurrier stated that the presentation yielded good recommendations. The strength of the school is dependent on the structure. Future discussions were recommended to be delegated to the joint School/Church Joint Task Force, to be submitted in writing.

Spurrier reported that there have been 62 school admission applications since December. This is up 14%. March should yield more, and May is the decision time for enrollment acceptance for the next year. Hawaii News Now will be doing a feature story on Holy Nativity School.

## **Treasurer's Report:**

Bob Skillman presented the proposed 2015 budget. Discussion ensued.

Barbara Poole-Street moved that the Vestry approved the budget and forward it to the Annual Meeting. The motion was seconded and carried.

It was announced that the Thrift Shop met its \$140,000 goal this year.

Greg Kwan brought up the issue of the expense of credit card purchases at the Thrift Shop. FHB is charging 2% and 10 cents per transaction. Other vendors will be researched.

Ed Moore moved that the following names be included on the signatory card: Greg Kwan, Bob Skillman, Austin Nakoa, Barbara Poole Street, Eva Eglinton, Jeanne Nelson, and Rev Deb. The motion was seconded and carried.

**Senior Warden Report:**

Barbara Poole-Street reported on the School/Church Joint Task Force composed four Vestry members, three School Board Members, and Rev Liz Zivanov. Poole-Street also attended a School Board meeting on January 12 at which the school board voted to support the Joint Task Force. The School Board further recommended that they pick up 50% of Rev Liz fees for two months. Scott and Rich have not yet been voted in.

The revised Parish Bylaws were taken off the agenda for the Church Annual Meeting because the draft was seen by the school, and Rev Liz recommended that these be deferred.

Poole-Street moved to ratify the decision of the Vestry to use the Nellie Hartman fund to send Shauna Jones, President of Daughters of the King – Hawaii Diocese, to the DOK Province VIII Meeting February 13-15, 2015 Malibu, California. The motion was seconded and carried

**Junior Warden Report:**

Rev Deb brought up the issue of the easement land owned by the shopping center which is being used by the church for the Keiki Ko-op. The Diocese refuses to vote on it because of the reference of perpetuity in the agreement.

Junior Warden Eva Eglinton reported that the telephone phone system is coming. More benches have been donated for the St Francis Garden. There will be four in total.

**Priest Report:**

Rev Deb provided the Vestry Retreat schedule for February 20-21, 2015. The dinner on Friday, the 21<sup>st</sup> will acknowledge outgoing and incoming Vestry members. Rev Liz Zivanov will facilitate on Saturday the 21<sup>st</sup>

The Diocese has requested that Holy Nativity host and provide use of the gym for an Oahu Youth Event on March 1<sup>st</sup> from 4:00 to 6:00 pm. Eva Eglinton was designated as the point person to coordinate this with the Diocese

Rev Deb announced that starting the first Tuesday of February, there will be a farmers market in the parking lot from 5:00 to 7:00 pm.

An Emergency Preparedness group wants to use Glantz Hall on the second Tuesday of each month. This will be allowed until there is a paying tenant.

**Unfinished Business:**

Deferred to next meeting

**New Business:**

On behalf of the Facilities Subcommittee, Austin Nakoa presented the first

Capital Appropriation Request (CAR) for 2015. He offered a project description with the conceptual design and the permitting for the kitchen.

Eva Eglinton moved that the Vestry approved the expenditure of \$12,552.35 for the first phase of CAR 151 for the conceptual design and the permitting for the kitchen. The motion was seconded and carried.

Ed Moore moved that the Vestry Treasurer be authorized to withdraw \$30,000 from the CAR investment fund if needed. The motion was seconded and carried.

**Announcements:**

The Chaminade MBA program students are ready to proceed with the case study of the Youth Center.

**Adjournment:**

There being no further business, the meeting was adjourned at 9:21 pm.



Lila Johnson  
Clerk