

Church of the Holy Nativity

Minutes of the Vestry Meeting
April 18, 2017
Chapel

Present: **Ex-officio:** Austin Nakoa, Eva Eglinton, and the Reverend Luis Rodriguez
Lay Members: Wyn Aubrey-Child, Nina Livingston, Justin Donahue, Louisa Le Roux, Ed Moore, Natalie Okeson, Bill Seeley, and Rich Miller.

Absent: Ken Zitz

Guest: Tim Spurrier (Head of School)

Call to Order:

The meeting was called to order at 6:05pm by the Senior Warden, Austin Nakoa.

Devotion and Prayer:

E Pule Kakou was offered by Rev. Luis Rodriguez

Minutes:

The minutes of the March 5th, 2017 were approved via email to expedite payment for the EYE17.

Appointment of Treasurer (Jean Steele):

Jean Steele has a background in finance and also sits on the Finance Committee. Wendy Yu, the past Treasurer, is willing to continue to help when needed. It was suggested that we still need a CPA to provide some oversight and support to Jean and Wendy. Natalie Okeson recommended a CPA she is familiar with that specializes in nonprofits. Austin Nakoa will help develop a scope of work with the Finance Committee. Louisa moved that we appoint Jean Steele as the Vestry Treasurer. Ed Moore seconded the motion. The motion carried unanimously.

Reports:

Head of School Report:

Holy Nativity School's accreditation process is complete. Mr. Spurrier presented the findings of the accreditation report. A final version of the report will be available for public viewing.

Friday, April 28th will be the Lei Day Celebration from 8am-10am. Lani Osco will be honored at this event. A scholarship in her name is also in development.

Leading Schools of Future, an international conference in which Mr. Spurrier and Principal Bridgewater presented, was very successful.

Rector Report

Rev. Luis Rodriguez led a discussion regarding the Joint Task Force for Space Study. Justin Donahue moved that we adjust the Joint Task Force for Space Study to also

include the Chair of the Board of Trustees. Rich Miller seconded the motion. The motion carried unanimously.

The Vestry discussed the proposed changes to Rev. Rodriguez's Letter of Agreement. The Vestry agreed that changes are not necessary as cell phone and internet are already included in the contract.

Rev. Luis Rodriguez moved that we approve the following statement: "The Vestry has read and approved the new Safeguarding Policies for 2017 and will ensure that the policy will be made available to all those who participate in parish endeavors involving children. Wyn Aubrey-Child seconded the motion. The motion carried unanimously.

Junior Warden Report

Eva Eglinton discussed The Osco Field repairs.

This Saturday is Earth Day. Holy Nativity School PTO donated \$1000 for flowering shrubs and palms, which Justin Donahue and volunteers will be planting this Saturday from 9am-12pm. On Tuesday, May 30th at Step Up Chapel the Vestry will present HNS religion teacher, Dawn, (who will be leaving the school after 10 years) with a gift of thanks for her service.

The meeting room will be given updates. Ed moved that we approve \$2500 for air-conditioning. Bill seconded the motion. The motion carried unanimously.

Senior Warden

Austin Nakoa recessed the Vestry meeting at 7:09 to go into an Executive Session. At 7:24 the Vestry concluded the Executive Session, and Austin called the regular Vestry meeting back to order.

As a result of changes in the budget, Austin presented an amended budget. Bill Seeley moved that we approved the budget as amended. Ed Moore seconded the motion. The motion carried unanimously.

Outreach Proposal:

Wyn Aubrey-Child presented a proposal for support of Family Promise. Ed Moore moved that we pledge \$3,600 to Family Promise to support shallow subsidies for one homeless family for a year. The motion was not seconded, as a suggestion was made that we include the funds as part of the Thrift Shop budget that will be approved in October, but we could start fundraising for the effort immediately.

Other Business:

Rev. Rodriguez will sign the PPA agreement, about which Justin Donahue inquired.

All other items on the agenda were deferred.

Announcements:

Krispy Kreme Donuts will be available for sale for \$15 for a HNS fundraiser.

Next Vestry Meeting: Tuesday, May 16, 2017 at 6:00pm

Adjournment:

With no further business, the meeting was adjourned at 7:47pm


Natalie Okeson
Clerk