

St Timothy's Episcopal Church Danville, CA Vestry Meeting Minutes –FINAL

Sunday, January 31, 2021 – Zoom

Update Date: 1 February 2021

Attendees: Ade Adekunle, Rev. Todd Bryant, Jacque Chiavini, Gabel Chong-Horsley, Linda Clark, Rayne Devlin, Rev. Susan Geisler-O'Neil, Scott MacDougall, Trudy Macmillan, Neal Matsunaga, Steven Oki, Cecelia Oluwole, Sally S Potts

Missing: Stephen Hedden, Mike Olden

1. Opening Prayer – Pastor Todd

2. Review and Confirm Agenda

3. Non-Recurring Action Items

a. Election of the Clerk

MOTION: It was moved, seconded and passed unanimously to elect Sally Shea Potts as vestry clerk for 2021.

b. Election of the Treasurer

MOTION: It was moved, seconded and passed unanimously to elect Neal Matsunaga as treasurer for 2021.

c. Election of the Junior Warden

MOTION: It was moved, seconded and passed unanimously to elect Scott MacDougall as Junior Warden for 2021.

d. Resolution for Signature Changes (see the document from the Treasurer below) – Neal Matsunaga

MOTION: It was moved, seconded and passed unanimously to make the following changes to the signers of the several church financial accounts

Heritage Bank: access and check signing authority for all accounts for both St. Timothy's and Noah's Ark:

- Remove the following: Richard Firth, Tom Linari
- Add the following: Linda Clark, Scott MacDougall
- Continue with Neal Matsunaga, Sarah S Potts

Charles Schwab: access, buy/sell stock and transfer funds to Heritage Bank

- Remove the following: Richard Firth
- Add the following: Linda Clark
- Continue with Neal Matsunaga

TD Ameritrade: access, buy/sell stock

- Remove the following: Richard Firth
- Add the following: Linda Clark
- Continue with Neal Matsunaga

CPG – Church Pension Group:

- Remove the following: Richard Firth
- Add the following: Linda Clark
- Continue with Neal Matsunaga

Episcopal Church Foundation:

- Remove the following: Richard Firth
- Add the following: Linda Clark
- Continue with Neal Matsunaga

SmartPortfolios

- Continue with Todd Bryant and Neal Matsunaga

B of A credit card

- Continue with Neal Matsunaga

Heritage Bank credit card

- Continue with Neal Matsunaga

4. FYI

- a. Vestry Retreat – Saturday, February 6 - Pastor Todd, Linda Clark –
9am – 12pm – Team Building and Commission Discernment
- b. Training for the new vestry (and refresher for anyone) dates will be announced/negotiated at the Vestry Retreat

5. Closing Prayer – **Linda Clark**

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Resolution for Signature Changes

1/31/21

Submitted by Neal Matsunaga, Treasurer

Approve changes to approved account signers for St. Timothy's accounts at TD Ameritrade, Heritage Bank, Charles Schwab, Church Pension Group, Episcopal Church Foundation and SmartPortfolio and for Noah's Ark's accounts at Heritage Bank and for the church credit card account with B of A and the preschool credit card account with Heritage Bank.

Background:

1. Each year the Vestry passes resolution(s) identifying who can sign checks or other documents for the accounts we have at various financial institutions and who the institutions will take instructions from.
2. The Vestry members typically approve some combination of the Senior Warden, Junior Warden, Treasurer and Clerk.

With the new Vestry elected at the 1/31/21 annual meeting of the church, there is a need to update the approved signers to reflect the current holders of the above positions. I therefore ask for your approval of the following changes:

Heritage Bank: access and check signing authority for all accounts for both St. Timothy's and Noah's Ark:

- Remove the following: Richard Firth, Tom Linari
- Add the following: Linda Clark (new Senior Warden), Scott MacDougall (Junior Warden)
- Continue with Neal Matsunaga, Sarah Potts

Charles Schwab: access, buy/sell stock and transfer funds to Heritage Bank

- Remove the following: Richard Firth
- Add the following: Linda Clark
- Continue with Neal Matsunaga

TD Ameritrade: access, buy/sell stock

- Remove the following: Richard Firth
- Add the following: Linda Clark
- Continue with Neal Matsunaga

CPG – Church Pension Group:

- Remove the following: Richard Firth
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- Remove the following: Richard Firth
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B of A credit card

- Continue with Neal Matsunaga

Heritage Bank credit card

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Respectfully submitted,

Neal Matsunaga

Treasurer – St. Timothy’s Episcopal Church