

August 24, 2020 Vestry Meeting Minutes

Present at the virtual meeting: Patty Alexander, Vince Leonard, Sue Carroll, Karen Edwards, Robin Reed, Chuck Cash, Frenchie Gogos, Walter Douglas, Fred Bentley, Rosi Sweeney, Donna Alvarez, Carl Adams, Joanne Comstock, John Wyss. After an opening prayer lead by Sue, the July 2020 Vestry minutes were approved. Robin and John were welcomed to the meeting. Robin is observing and John will be giving legal advice. Walter will be timekeeper, Rosi will do the opening prayer in September, and Carl will do the evaluation. The Dwelling in the Word discussion was on Psalm 138: 1-4.

Legal Advice

John advised and led discussion of three legal matters: the Rectory lease extension request, the opening of Manor Montessori pertaining to COVID-19 and the Liability Waiver for reopening worship.

On the lease extension request brought by the McMillan family, John felt that we should indicate to them that we are generally favorable and willing to work with them after the rent is re-set to market value. To that end, John thought we should get the specs on the house so that we can consult with a local realtor.

There was general agreement that there needs to be an addendum to the contract with Manor Montessori School because of COVID-19 adaptations. John agreed to advise on the new contract. Manor is opening September 8, 2020 with reconfigured classrooms and fewer children per room. No Manor staff or students will go upstairs, and they will use a cleaning company to sanitize all spaces that they use. A 10x20 foot tent will be set up on the parking lot near the school entrance. The space for the tent has been measured by Vestry members, and it will not block the fire lane. A permit is required for the tent; it is Manor's responsibility to secure necessary permissions. The Vestry gave permission for the tent, but there will be a reassessment after one month. Patty said that the school will use the tent for flex space, and the church can share the tent space for worship. She said that the school may use the Youth Room, and Little Wonders will move out of that space. Wonders will be upstairs only, and Manor will be downstairs only. Patty also said that there was an agreement with Kathy, the head of the school, that they will not use the playground until tree work is completed; and, when they do use the playground in the future, they will clean the equipment nightly. (Cliff White had recommended that Manor be charged 100% rent in September.) The Vestry approved a September rent of 100% and can negotiate after September if circumstances warrant it. For instance, the school may have to shut down for a while if someone tests COVID-19 positive.

John has volunteered to draft new agreements with Little Wonders also. They are opening August 31, 2020 and will use the parish hall from 8AM to 6PM. Children will be onsite from 8:30AM to 5:30PM with staggered arrival and pickup. There will be ten children and two teachers. Their purpose will be to support the students in supervised virtual learning. All children and staff will wear cloth masks, proper hand hygiene will be enforced, all children and staff will be screened upon arrival, no children and staff will go downstairs, no parents in the building, no kitchen use. The church will clean the hall and bathrooms daily at our cost. Wonders has its own router and ID number, but Kim Matthews will ask whether they want to use Verizon Fios as the church does. Patty said that she would like Wonders's rent to be stable since they have paid 100% so far. Patty said that she would find out whether they want to use the playground, since there will have to be a sharing schedule.

The regathering documents are the Diocesan Covenant for Regathering in Worship and the Regathering Liability Waiver (in draft form). Patty said the Diocesan Covenant is more of a theological document. John said that his draft picks up some Diocesan points but is a waiver of liability protecting the church against suits which claim that the church is responsible for a person's contracting COVID-19. John said this legal document, which will be signed electronically, puts the risk for contracting COVID-19 on the person attending the service. The employees of Manor and Wonders will have to sign also. John felt that as long as people are not offended by the waiver, it is a good idea to have one. There was general discussion and all Vestry members were in favor of the waiver.

Treasurer's Report

Patty gave the report for Cliff, who has a family obligation. The overall message from Cliff is that there were no surprises. In the July 2020 financial report, pledges were coming in as expected and some were early. Rent from the schools is down by \$16,000 because of rent breaks to Manor. The inability to have a fundraiser contributes to a shortfall, but the church saved on salaries and maintenance. Losses are balanced by savings, and the bottom line is fine.

Rector's Report

Patty reminded us that instead of individual parish worship this coming Sunday, August 30, 2020, there will be online worship from the Washington Cathedral at 11:15AM. Patty is excited about St. Dunstan's first outdoor service on September 13, 2020. The plan involves Patty in front of an altar near the front door of the church and Joey and the keyboard nearby. There would be nine or ten pods in the circle with four more pods in the columbarium area. We are waiting for a proposal from Curtis Chatman concerning the upgrades necessary for live streaming from church. Some people could watch on Zoom from home while others participate outdoors. Those who drove could park in the lot as usual. On another matter, Patty announced a new Seminarian, Fergie Horvath, who will be with us after she recovers from surgery. Robin will continue as an intern. Patty also said that she is ready to draft a job description for a part-time children's formation person. The job would involve just a few hours per week and would start with virtual teaching.

Stewardship Committee Report

Sue, Karen and Rosi gave a brief report since time was running out. Sue showed a proposed schedule to the Vestry. She said that the committee has decided that the suggested theme of Doing What Love Requires is heavy, burdensome and guilt producing. The committee will work on another theme. Karen will find a creative way to present the current and uncertain financial situation to the congregation. Karen said that it costs \$1,000 per day to operate St. Dunstan's. She wants to encourage people to come forward with pledges acknowledging that this is a unique time with one-time need due to the pandemic. Sue said that she has accessed the videos that Ali shot a couple of years ago and that they are very good and can be used creatively in snippets in our on-line communications. Sue invited anyone to email her or Karen and Rosi if they have questions or concerns.

Buildings and Grounds Report

Chuck said that approved tree work has been scheduled for September 1 and 2. Patty said that she would like to keep the wood from the trees in hopes of selling it for firewood as a fundraiser. In addition, Ruppert has provided a proposal to repair erosion at the church entrance and along the downslope leading to Ft. Sumner Drive; the estimate is for \$2,300. Chuck said that we can defer to the fall unless we get unusually heavy rain in September. Also, there is a broken gutter on the rectory garage and broken downspouts on the side of the sanctuary to the right of the door that Manor Montessori uses. Repairs by Aerotech are estimated at \$1,800. It would cost about \$600 to take care of the rectory gutter, and it should probably be done right away. Cliff has given his approval.

Intern's Report

Robin said that she appreciates seeing how the people of St. Dunstan's work together. She said she has been studying the Old and New Testaments in advance of a test that came last Thursday. The Diocese of Central Florida did an online assessment of her as a candidate appropriate to the Deaconate. She hopes for good news.

There was a meeting evaluation by Carl, "Words in Passing" and a prayer from Patty. The next meeting is Monday, September 28, 2020 at 7:30PM. The meeting was adjourned at 9:05PM.

Respectfully Submitted,

Donna Alvarez
Registrar