

June 22, 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, Cliff White, Fred Bentley, Rosi Sweeney, Donna Alvarez, Carl Adams. After an opening prayer lead by Frenchie and a welcome to Robin who was observing, May 2020 Vestry Meeting minutes were approved. Vince will be timekeeper, Walter will do the opening prayer in July, and Karen will do the evaluation. Patty asked us to check in by mutual invitation focusing on new changes, either good or bad. The Dwelling in the Word discussion was on Ezekiel 36:24-28.

Rector's Report

Patty started with thanks for the donation of \$2,120 to the Diocesan COVID-19 Emergency Relief Fund. We slightly exceeded this challenge initiated by an anonymous donor. Patty was thankful also for the food collection for the Manna Food Center and for the work of the Regathering Team: Patty, Carl, Frenchie, Karen, Rosi and Vince. Patty wanted to make note of the weekly events via Zoom especially the American Red Cross Blood Drive (with Redeemer) scheduled for Tuesday, June 30, 11:00AM to 5:00PM, the book discussion of Seeing My Skin on Tuesday, June 30 at 7:00PM and the Wednesday Bible Study at 10:30AM, starting the book of Acts. Patty opened a discussion of the rectory lease extension request (through 2028). John Wyss has agreed to review the lease. There was some discussion of liability issues and the unusual length of the term, especially in the event of a change in the rector's situation. Walter and Rosi suggest getting clauses built in to protect us; John will come to the July meeting. There were updates, the first on cleaning of the Parish Hall and bathrooms by Milton Janitorial Service to take place on the Friday in advance of the Blood Drive and again on the Wednesday after the Blood Drive. Also, Kim Matthews has engaged a plumber to give us an estimate on touchless faucets in the upstairs bathrooms. Last, a friend of the McMillans is interested in renting storage space at St. Dunstan's. A discussion followed on whether space were available and liability issues. The Vestry agreed to check with Kiska Williams because she knows about available space and conditions. On another matter, Patty said that Vince, Joey and Joey's friend, Curtis, an IT person, will audit our audio-visual system.

Regathering Team Report

Carl said that the team has met three times. The team has been looking at the detailed county and diocese guidelines. Karen and Patty have developed a survey, and the goal is to have it out in the next few days. There was a discussion on response time for the survey, and there was agreement that a ten day response time, including two Sundays, would be requested of the congregation. The purpose of the survey is to find out who has been attending virtual church events and what people would be willing to do as to indoor or outdoor worship. There are detailed guidelines to be considered. For example, the Phase 2 county guidelines require 200 square feet of space for each person or family. That would be about a seven or eight foot radius around each person or group. Only ten or eleven people could be in the church. In Phase 3, 100 square feet of space for each person or family is required. Phase 4 would have to be completed before there are no restrictions. Kim has measured and our church is 2198 square feet without the chancel or the choir loft. The Parish Hall is 1512 square feet. Other rules are no chalice (single use disposable cups are permissible), no coffee hour, mandatory masks, and cleaning before and after services.

There was a discussion of the outdoor alternative, which has its own difficulties, some of which are taping lines on the parking lot, bathroom use, each person bringing a chair, and replacing paper bulletins with digital versions for personal devices. A lot of volunteer help would be necessary. Patty said that if she were to do an outdoor service, she would not do Zoom but would provide the service on her Facebook live. She said that morning prayer would be easier to do than communion, at least at the beginning. Joey felt that he could make the sound work and has creative ideas for music. The Vestry agreed to the launch of the survey this week, to the survey questions, and to a tentative outdoor worship opening date for St. Dunstan's of August 9, 2020. Patty noted that she would be on vacation from July 5 through 12 with other dates to be taken later in the summer. She said she would do her best not to miss a Sunday. Joey will be away on the first Sunday of August.

Buildings and Grounds Report

HVAC Precision completed repair to the chiller in church costing \$1,175. Chuck and John have been looking at trees for dead limbs which may come down; some of them are on county property. Chuck said that this is especially important if we will be having people on the parking lot for Sunday services.

Treasurer's Report

Cliff showed the Vestry the May 2020 financial report and month-to-date cash receipts. He said the income section is primarily down because Manor was late with the rent (deposited June 1st); we lost \$12,500 projected income that would have come from the May fundraiser; and year-to-date we've lost \$7,600 in agreed rent abatement. On the other hand, the projected salaries had been slightly overstated and there was less expenditure on choir and Christian formation. The maintenance expense was also down. When taken altogether, the revenue shortfalls are offset by the expense savings. The cash balance is \$60,000 higher than it was at this time last year. Part is from the PPP loan. Cliff said the endowment is back to a slightly positive investment return position. Taken all in all, we are in good shape to go through June, July and August when our revenues are usually down.

Bishop Mariann asked that all congregations reassess the financial commitment to the diocese for 2020. This is due July 1, 2020. Cliff said we should be able to fulfill our original pledge of \$32,000, and the Vestry agreed that this should be done.

Earlier in the meeting, the Vestry discussed and agreed to Cliff's suggestion that Manor be given a rent abatement again for the month of July. Cliff was thanked for his work and advice.

The meeting was adjourned with words in passing from the members and a prayer from Patty. The adjournment was at 9:16PM.

Faithfully submitted,

Donna Alvarez
Registrar