

## **Vestry Meeting Agenda, June 7, 2020**

Vestry members in attendance: Jeff Aulgur, Brett Hardison, Carolyn Scott, Genie Davis, Melissa Courtway, Melissa Felty, Kris Burford, Steve Hurd, Kristina Ward

Absent: The Rev. Peggy Cromwell

Church staff in attendance: The Rev. Greg Warren, Kathy Schmeltz

Zoom Virtual Meeting called to order by Greg Warren at 1:01 pm

Opening prayer: led by Greg Warren

April 26 and May 17 minutes: Motion to adopt by Jeff Aulgur, second by Melissa Felty. Motion passes to approve both sets of minutes.

### **Priest-in-Charge report: Greg Warren**

- I. Worship
  - a. Move to pre-recorded service—opportunity for innovation in music, worship (today’s Liturgy of the Table was live). Good feedback. Recording Thursday June 11 for Sunday June 14 service
    - i. Virtual Coffee Hour – 12 to 14 average attendance. Continue and review when regathering.
  - b. Move to Re-Gathering
    - i. Survey Results (Attachment)
    - ii. Bishop Guidance – Latest is we can have outdoor service, but little interest since it is summer temps. Bishop is open to us exploring other options for reopening. Move forward with caution.
    - iii. Initial Thinking: July 5, 2020
      1. One Service; 11:00 Eucharist—Nave. Will explore adding a 9:00 am Morning Prayer in the Parish Hall based on interest.
      2. Pre-register online: Attend 1 Service/Month (or more if demand allows)
      3. Social Distancing, no singing, no plate, face masks, assigned seating, no open bathrooms. Keep online services.
      4. If COVID-19 numbers increase, go back to online only.
      5. July 5<sup>th</sup> limited quantity live service AT 11 AM. Prerecorded service will play on FB and YouTube at 11am.
      6. July 12<sup>th</sup> may have 2 live services depending on interest.
    - iv. Limited church ‘re-opening’ church building in July. Limited office hours (phone, scheduling) and pre-approved group meetings. No drop-ins/unscheduled meetings.
- II. Staffing post John Churchwell
  - i. John’s plans – Moving to Boston end of July
  - ii. Kathy Schmeltz job description (Attachment)

1. Approval for Kathy Schmeltz hire as Financial Manager at approved salary, pension, and insurance. Motion made by Kristina Ward to approve, seconded by Steve Hurd. Motion carries.
  - iii. Additional Responsibilities (Attachment)—discussion
    1. Jay Burford interested in facilities management role. GW to discuss details following John's return from vacation.
    2. Scheduling/Records—explore volunteer help (Claire Losardo?)
- III. Re-key (again)—why it was necessary (and unfortunate). Despite health warnings and a note from the Priest in Charge, the church buildings were still being used during the week without prior approvals. The coffee pot in Morgan House was left on (even though the facility is meant to be closed). Limited distribution of keys is underway.

### **Associate Priest report: Peggy Cromwell**

Associate Priest's Report –

June 7, 2020

1. VBS: Heidi and Kelly are on board for doing VBS virtually, if necessary. [Status: Approved]
  - a. Heidi is taking a class in July, so early August is best for her. If we use the first week, we will not bump into school starting.
  - b. Kelly found a self-contained resource which is for kids up to 5th grade, but she and Heidi are sure they can adapt it for the older kids as well. I have attached a sample session.
  - c. Cost is \$150.00. I think it is worth it. Ordering it as soon as John gets back will facilitate plenty of time to adapt to our needs.
  - d. If we end up being back in “face-to-face” mode by August, it will still work.
2. Pastoral/Outreach: [Status: List will be divided up among Vestry and Clergy. Phone calls/emails will start this week]
  - a. I posted the directory several weeks ago. Please talk about how you think we can best utilize it to stay connected to our folks. Do we want another round of names to contact? Divide directory again with vestry and pastoral care team.
  - b. I want to restart the Grief Support group soon, via Zoom. I will be getting an invitation out this week for that purpose.

Respectfully submitted,

Peggy Cromwell +

### **Senior Warden Report: Jeff Aulgur**

On track Rector hire and documentation. Start looking at what stewardship will look like. Who on the vestry would be leaders for stewardship? Lay the foundation groundwork for stewardship in the fall.

Will Saint Peter's allow Black Lives Matters signs? Parishioners ask. Discussion: First Presbyterian put up signs on Saturday. By Sunday morning, these had been vandalized with explicit graffiti. Sunday afternoon: signs removed

Camp Mitchell is \$400,00 in the red. Needs around \$3,000,000 to restore camp (with endowment for maintenance). With Covid 19 shutting down summer camp, Bishop Benfield/standing committee agreed to close Camp Mitchell. During this period there is a group forming to review best use and practices once reopened.

### **Junior Warden Report: Brett Hardison**

Tammy Heffington has completed painting both bathrooms in the church.

Floors in parish hall are presently being refinished.

Hot water heater in the church had to be flushed due to low usage.

John Churchwell will schedule Crawl Space Solutions for assessment and estimate to seal under the parish hall.

Petrucelli Gift usage proposal (Vestry voted to restrict funds to building only) Form committee to oversee. Fred and Lillian Petrucelli memorial breezeway.

1. Seal crawlspace under parish hall.
2. Demolish condemned building between church and parish hall.
3. Build covered breezeway in place of demolished building.
4. Steve Hurd to present plans for new breezeway. (Vestry approval to move forward with the estimate processes)
5. Motion to move forward with estimate process. Melissa Courtway, second Melissa Felty. Motion approved.
6. Building committee: Brett Hardison, Carolyn Scott, Jeff Aulgur, Steve Hurd, Kristina Ward, Greg Warren, and Peggy Cromwell.
  - a. What to do with items in middle buildings. Pews, tables, and chairs, etc.?
7. Contractor estimates:
  - a. Joe and Ray Nabholz
  - b. Rick Readnour
  - c. Steve will give a 3<sup>rd</sup> option

### **Finance:**

Finance report in Vestry group OnRealm. Annual audit in process

Action: Move Petrucelli gift into restricted building fund. Motioned by Carolyn Scott, second by Genie Davis.

There will be an additional donation to help pay for handicap ramp to parish hall.

**Outreach:**

**Food Pantry:**

Trailer tires have been replaced and trailer is now ready for usage.

We served 50 bags of groceries in May.

45 served the first Saturday in June

July 12 and July 19<sup>th</sup> since the 4<sup>th</sup> is the first Saturday

**New Business:**

**Vestry Counters:**

On hold until return to physical services

Next vestry meeting June 28th at 1pm.

Motion to adjourn made by Steve Hurd and second by Carolyn at 2:37pm. Motion carries.