

Vestry Meeting Minutes for July 26, 2020

Vestry members in attendance: Jeff Aulgur, Brett Hardison, Carolyn Scott, Kris Burford, Genie Davis, Melissa Felty, Melissa Courtway; Clergy in attendance: Greg Warren, Peggy Cromwell

Absent: Steve Hurd, Kristina Ward

Church staff in attendance: none

Zoom Virtual Meeting started at 1:04

Opening prayer: led by Greg Warren

June Minutes approval: Motion to adopt by Melissa Courtway, second by Melissa Felty, motion passes.

Rector's report: Greg Warren

1. On Re-gathering. The Covid-19 numbers in Faulkner County continue to increase (we are at 17.6 active cases/10,000 inhabitants; threshold is 10.0). Per Diocese, we are not going to be able to re-gather until we are comfortably below threshold for a sufficient period of time.
 1. We're continuing with Virtual Weekday Services (5/week), Bible Study, Anti-Racism course, plus small groups.
 2. Virtual "Rally Day" on August 23rd. We'll have drive by 'blessing of the backpacks' film that will run during the Sunday service.
 3. Implementing "Porch Visits". More info in the newsletter.
 4. Private prayer time? Suggestion from Leigh Ann Warriner. Would she like a porch visit? Opening the church is not feasible at this time.
2. Enhancing Communications
 1. Monthly Newsletter (hard copy), including self-addressed stamped envelopes. Will include updates on the Petrucelli Pavilion.
 2. Announcements will run before Sunday Services (visual interstitials)
 3. Weekly Ruminations will return
3. Could we develop a Mentor Program to support families who have virtual learners at home? Tap into our broad array of educators. Both mentor and provide specific tutoring. All would be virtual with flexible scheduling
 1. Survey interest
 2. Catalog capabilities—what areas are folks able to provide support
 3. The Ask: Need Vestry Leadership (1-2 people) Kristina Ward?
4. Stewardship
 1. Targeting mid-September-early November
 2. All Virtual ([TENS.org](https://www.tens.org) provides useful support)
 3. Expanding ways to give—not the theme, but supports effort
 4. The Ask: A Vestry Lead(s)—provide the face of the effort. Jeff Aulgur, Melissa Felty, 1 other vestry member, 2 other lay members.

5. Staffing:

1. Kathryn Schmeltz. Joined us full-time in July, relocated here
 - Completed a complicated 2019 'Audit'; finalizing a Jan-June mid-year review
 - Moved us to Fund Accounting principles (per Auditors recommendations). Much easier to navigate and understand.
 - Developed first-pass at 2021 Budget
 - Certified CPA—will work on AR certification as well.
 - Great addition to the team!
2. John Churchwell
 - Likely end-date in early September, still TBD.
 - Project managing construction work
 - Organizing files, processes with Kathryn, will meet with Facilities Manager coming weeks. Jay Burford
 - Budgeting some kind of bonus to recognize the great work he's done (also helps his move). Contributions can be made to staff gifts.

Associate Priest report: Peggy Cromwell

1. VBS: Update from Heidi. Purchased virtual kit that All Saints is using. August 10th – 16th. (3 to 4 days). Planning to use the program to film in advance. Email parents or post on Facebook page. She will create craft bags that can be delivered or picked up in church. No sure about a live meeting. Promote the dates and get feedback from families.
2. Pastoral/Outreach:
 - a. Parish Outreach - I distributed 12-13 names to Vestry and COH chaplains. I know several people have done their contacting. No major pastoral issues reported.
 - b. Grief Support Update TBA
 - c. Formation:
 - i. White Fragility book study
 - ii. Sacred Enneagram book Study
 - iii. Weekly Bible Study
 - iv. Small Groups
 - v. Returning Youth??
3. Associate Priest Formation Update TBA:
 - a. Year 2 Iona Thriving in Bi-Vocational Ministry
Congregational Leadership

Senior Warden Report: Jeff Aulgur

Verbal update – PEP TALK

Junior Warden Report: Brett Hardison

As always, I want to thank John Churchwell for all the work he does. I will miss him so much.

Updates from John:

- Lobby entrance now has a sign-in and out log for contact tracing.
- Crawl Space solutions of Arkansas is scheduled to assess the crawl space under the Parish Hall in early August
- Morgan House closet is cleaned out.
- Shed behind parish hall has been cleaned out. Shed has been torn down. Savable items from the shed have been placed in the laundry room.
- Parish Hall floors will be finished July 31. 2 coats of stain have been put on the floors, one more coat will be added, and then three coats of polyurethane will be added.
- Old EYC building has been emptied out except for tables and chairs for the parish hall and a few items that need to go in the laundry room.
- Tammy Heffington and Kay Henry are doing a great job disinfecting everything on Monday mornings.

Petrucelli Pavilion Update from Steve Hurd (Greg Warren, Steve Hurd, Brett Hardison and John Churchwell need to meet this week)

We now have contractors who want to bid on the project. the three contractors are NBMC from Springhill, Cornerstone Construction from Russellville and Rick Readnour from St. Peter's/Conway. NBMC and Cornerstone have seen the preliminary drawings and been on a walkthrough to see the existing conditions. Rick will be contacted this week to schedule a visit. When the construction documents are complete each will be given time to prepare and present their bid for construction.

One note related to the contractors. Originally, Nabholz Construction was asked to participate. They declined due to a higher than normal workload. My contact referred me to Cornerstone Construction with a very high recommendation. He moved to Nabholz a few years ago after working at Cornerstone for several years.

As to the preparation of the construction documents. The three engineers and I are in the beginning stages of work. A survey crew was at the church this past week. A current property survey is required to obtain a building permit and will be used by the civil engineer and myself for site related drawings. I will be meeting early this week with the structural engineer to coordinate details related to both our disciplines. I will also be meeting with the electrical engineer. The drawings we produce will first be used to bid from by the contractors then to obtain a building permit and then for construction.

Finance:

The following reports are posted in the vestry group in Realm.

- June Report
- 2019 Final from Accountant
- 2021 First pass budget workbook

Motion to move \$3000 from Dougan Fund to the restricted altar guild fund. This is above the principle gift. Motion by Carolyn Scott, second by Genie Davis, motion passes.

Motion to accept June financials. Motion by Carolyn Scott, second by Melissa Courtway, motion passes.

Outreach:

Food Pantry: 40 families served in July.

Eight new volunteers have been added to the Community Outreach/Food Pantry group in Realm. Claire will be using this group for communications.

Claire Losardo will be reaching out to Christy Garrett-Jones and Kelly Johnston-Jeffus to discuss Thanksgiving Basket sign ups. How to load baskets while social distancing plan?

Brett Hardison needs to touch base with Christy Garrett-Jones about Christmas lunch for Meals On Wheels.

Guatemala Mission

Mission trip on hold. Greg and Jeff to touch base on a board meeting.

New Business:

No new business

Vestry Counters: N/A

Closing prayer by Peggy Cromwell

On hold until return to physical services

Next vestry meeting August 30th at 1pm

Motion to adjourn made by Brett Hardison and second by Melissa Felty at 2:20. Motion passes.