

ST. PAUL'S EPISCOPAL CHURCH

310 Elizabeth Street, Maumee, Ohio 43537 | 419.893.3381 | www.stpaulsmaumee.org

Final Vestry Minutes March 17, 2020

Present (remote via Zoom video conference): Paul Board, Jennifer Elliott, Tom Weeks, Jaimie Deye, Jim Dorton, Will Finnegan, Adriana McNally, Jen Hoelzer, Deno Music, Mark Christophono, Jonathan Ashton, Jerry Martz and Carol Sachs

Excused: (N/A)

Special Guest: Jennifer Vasquez

Paul opened with prayer, especially in the context of COVID-9 virus scare sweeping the country.

- I. February minutes corrections
 - a. Correction: Change "." to "," after Adriana's name

Motion to accept minutes was made by Carol Sachs and seconded by Jaimie Deye. No further discussion. Passed unanimously.

- II. Rector's Report: Paul Board
Clerk's post-meeting comments:

Since early March, our lives have been impacted in unprecedented ways. As the COVID-19 virus spreads throughout North America and the world, we adapt to new realities, including methods of social interaction. Schools are temporarily closed. Those who can, work from home. Unemployment has increased sharply. The 'Big Three' are closing factories. Our Federal Government contemplates \$1 Trillion in direct relief. Only drive-through restaurants are open. Many stores are closed or have restricted hours. It's the "new normal" brought on by the necessary measures to slow the spread of the virus.

At the same time, we are called to engage our spirituality in worship, prayer and mission to draw on the inspiration of our Lord Jesus Christ, who healed the troubled, sick and infirm. We will search for God's call in these trying times, knowing that trusting in our faith is the true answer to the real effects of a troubled and uncertain future in our community. With God's help, we will strive be the Body of Christ that measures up to the challenge in new and creative ways.

- a. How do we be the church we need to be? (Especially with us being in social "semi-isolation mode".)
Paul previewed a report on emerging initiatives.
 - i. Inreach Response – Every Vestry member calls will be engaged. How are they doing? What do they need? What we can do for them? What can they contribute for the parish effort?
Emphasize website and on-line programming...
 - ii. Food Pantry- It is adapting methods. As a community, Maumee is engaging e.g. Boy Scouts, but we need volunteers.
 - iii. Preschool – Teachers are making videos and posting content to parents and children, like storybook time. They are currently working full-time in their teaching and staff positions.
 - iv. Social media – Paul and Jennifer anticipated the need before COVID-19. Subscribed to Zoom at \$13/month with limited bandwidth for selective online meetings.
- b. Jennifer V. – Introduction of 3 key topics for consideration

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- i. Programming - What are immediate programming, online needs and options? How can we engage digitally at a proper and effective level?
 1. Encouraging live stream options e.g. National Cathedral mass, YouTube stream 11:15 Sundays, is available. Options for private YouTube channel for us as well, including recording.
 2. Sermons are being prepared and available on our website.
 3. Lenten Series program is offered live as well; 7PM Wednesday via Zoom.
 4. Offertory ideas are being explored with Brad and Jane, have posted and will be including recorded musical offerings.
 5. Virtual Coffee Hour – The charter event was a warm social experience. It will be moving back to 10:30 to accommodate live stream.
 6. Facebook Parish-Wide Prayer - 8PM Tuesdays and Thursdays
 7. Jennifer is providing content on our website and links as well.
 8. Paul purchased an appropriate camera and will be also considering a higher quality microphone for Zoom sessions. An enhanced live streaming service with Zoom is \$75/month to imbed in website (on top of \$13/month), but do we want to use that approach without a live congregation
 9. There is a St. Paul's You Tube channel for content
 - ii. Different types of Inreach and Pastoral Care ideas offered:
 1. Cards and calls – 6 or 7 volunteers calling and sending cards to selected parishioners
 2. Volunteer grocery service – Couple of volunteers engaged
 3. Other churches encouraging vestry to contact members (Dawn has a Google Sheet which Jennifer displayed.) Vestry agreed to create a program to contact parishioners . When we call, make notes in Google Sheet. Provided 'script' to generate ideas.
 - iii. Food Pantry – Some on the Board were concerned with the risk factor was expressed with senior volunteers, but changed our approach to limit contact, including advance checklist with groceries delivered outside. Scouts are sponsoring a food drive. Youth volunteers are stepping up as well.
 - c. Jennifer V – Reviewed brainstorming ideas that were generated before the current level of prevention measures around social media and digital ministry.
 - d. We will have another Vestry Meeting in a couple weeks to revisit our parish circumstances and our call to mission. One key issue for vestry is to discuss what level of operating endowment transfer would be prudent, given the uncertain economic landscape.
- III. Sr. Warden's Report—Whether or not to meet this Saturday in special session to discuss budget is under consideration. Finance Committee met last week to propose a draft budget for Vestry consideration. The economic prospects are in flux given the circumstances. Considering how to approach the 6-month budget initiative was discussed. There are so many unknowns, even with the increased pledges and projected reduced draw from the Operating Endowment, about how we address the projected budget impacts in the coming year and beyond. We have the charge to create the May 6-month budget that best addresses our mission and financial stewardship. The spending 5% cap as suggested in January meeting was briefly discussed, around limiting draws from the Operating Endowment. Budgetary efforts in place demonstrate our intent at financial stewardship. The current financial status of endowments was discussed, and Paul will advise the current balances.

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Paul offered the Preschool Report and how the circumstances have changed. He offered three financial scenarios for consideration: (Only 28 days left in the school year.)

- A. No assumed changes. Parents pay tuition in full and teachers get paid per regular schedule.
- B. No refund offered, with the risk of a reduction in April 15 payments due, there is a projected possible \$6,000 net loss.
- C. Refund prepayments in form of discount for next year's registration, except 4-year-olds who would likely get cash refunds for April (last payment). This would be a possible \$32,000 loss if we refund to all parents.

Jonathan Ashton motioned that all teachers at EWP be paid through the end of the school year, at the same levels as they are paid for on-site school in delivering remote curriculum and services, seconded by Mark Christophono. Passed unanimously.

Paul also offered the issue of current employees' positions and if we need to take action in this Vestry meeting about their employ. Or given the current political and economic circumstances, defer for a couple of weeks in a possible Vestry meeting in two weeks. The agenda for that meeting is to check in and discuss the economy and our direction.

- IV. Jr. Warden's Report— Jaimie provided an update on the Nominating Committee search status which she will update in the next meeting.
- V. Treasurer's Report -
 - a. Finance Report – Noted one or two items relative to accounting suggestions.

Motion to accept the finance report as presented was made by Carol Sachs and Tom Weeks seconded. No further discussion. Passed unanimously.

- VI. Committee Reports
 - a. Vestry
 - i. Stewardship – Committee hasn't met, but will need to address discipline of giving under the economic circumstances. Possibly an email about how our parishioners can continue to support St. Paul's in these difficult economic times.
 - ii. Insurance—no report
 - iii. Christ Forward>> - Looking to coordinate the next meeting via Zoom to focus on longer term vision and ideas *after the next Vestry Meeting*.
 - iv. Human Resources— No report beyond previous discussions above.
 - v. Building and Grounds
 - 1. Floor quote – Todd Deye offered to clean and restore, stripping the choir room floor to bring it back to an acceptable level with just the costs or materials and rental. Cleaning company quote instead is \$300. It doesn't require a vote at this point, but be aware that it will need to be done. The vote was made to approve the quote and proceed by acclamation with one voting no and no abstaining.
 - 2. Gutter was installed over Skylight room.
 - vi. Energy Audit— Light bulb project is on hold at this point.
 - b. Formation

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- i. Christian Education—Per previous discussion.
- ii. Inreach —Per previous discussion. Contact Dawn if we cannot access the Google sheet.
- iii. Outreach —Per previous Food Pantry report, plus hours will remain the same for now. A board member spokesperson did resign and the position is likely not being filled.
- iv. Preschool – As per previous
- v. Worship – No report. However, Easter is in jeopardy. Whatever Sunday we are “released” from a health standpoint will be “Easter 2.0”. Palm Sunday will be a “drive-by” blessing.

Vi. Lastly, this Saturday's finance workshop is cancelled and Vestry Meeting will be scheduled in two weeks at 7:00 PM with notification forthcoming.

Meeting was adjourned at 9:04 PM .

Respectfully submitted by Franklin J. Martz

Jerry Martz, Clerk