

ST. PAUL'S EPISCOPAL CHURCH

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

Final Vestry Minutes June 16, 2020

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

Excused: N/A

Paul opened with prayer 7:02 followed by informal dialogue.

Motion to accept minutes with corrections was made by Mark Christophono and seconded by Will Finnegan. No further discussion. Passed unanimously.

I. Rector's Report

a. Paul especially appreciates Jonathan and Jaimie's efforts as wardens during these challenging times.

b. COVID/ our response...

- 1) Dialogue: How to open church for Sunday worship? At coffee hour, opinions varied. A number won't return until pandemic is clearly under control. Many appeared not to be engaged or level of participation is unknown. Do we open or not; and when? Stats show spiking in other parts of the country, with Ohio numbers trending down.

No COVID patients in our parish so far, that we are aware of, thank God. Paul would like to start engaging some to share the Sunday morning worship experience; slowly, over time bring more people into the Sanctuary, without having an official "start date." How do we organize? Very specific rules from the Bishop are in place as to how to distance and gather in worship, celebrate- bread/not wine (e.g. no hymnal singing by congregation) and participate. We could have multiple Eucharists, but that poses significant disinfection issues. Perhaps an outdoor Eucharist in big tents would be viable? After discussion, our consensus is to "open slowly" without having an official date. A "by reservation" approach may be viable; meanwhile Paul will ask parishioners to selectively attend and participate. After this week, we will plan on Eucharist at some point in the future.

- 2) AA wants to know under what circumstance they may return to Saint Paul's to meet. Paul advised them that the four groups can return, subject to conditions. The meetings won't start until July, due to floor repairs. They will socially distance, 'Zoom' meet for those who cannot attend, using no tables, nor the kitchen with chairs only. We will mop floor, disinfect and clean the bathrooms. Paul will monitor their disinfectant and other compliance.
- 3) Live streaming – Video system in Sanctuary needs upgrading to successfully broadcast. A quote for the needed equipment was garnered for \$24,000, but Paul can personally install comparable audio/visual equipment for less than \$10,000 over time. Some Episcopal churches are livestreaming on the cheap, e.g. iPhone. Paul uses his own cameras today for key church activities, like the mission trip in the past. Paul suggests that we consider investing over time. One major issue is that the audio is going through Paul's personal laptop to live stream, including pre-recorded music. Significant feedback loop causes problems including delays. This would be alleviated by a video mixer for approximately \$2,000. We need this now to improve the live streaming that we are doing. An approach would be to add 3 cameras at \$2,000 each for a budget of \$8,000 over time. We will be livestreaming on-going per the Bishop's direction.

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When do we invest? This is the 'new normal' that if not delivered in a quality manner might actually risk losing membership participation? As part of the gradual opening, we really need the mixer, to avoid significant feedback in speakers while livestreaming, delayed voice and delays in the physical experience while recordings play.

Motion to authorize purchase of a mixer for up to \$2,000 was made by Will Finnegan and seconded by Carol Sachs. No subsequent discussion. Passed unanimously.

4.) Personnel changes – Morgen Browning has had a change in personal circumstance and asked if she might move from a Preschool teacher to a part-time secretary, (20 hours per week.) Paul will train her.

5.) Copier/ printer quotes-

Option #1 - Current lease expires in November. Option#1 is same basic machine, but savings us about \$100/month and a \$3,000 rebate if we sign now. Note: Preschool print jobs have not been logged when Paul had instructed them to do so. We cannot determine their actual usage. Preschool will be charged for copies and their share of the lease, if this option is chosen, along with overages.

Option#2 – Smaller copies with max size of max legal size and save \$1,000's per year. We will not renew lease.

Option#3 – Buy a color laser printer/copier. We don't need the copier volumes that we used to. Buy a good unit before November and charge the Preschool at some predetermined rate.

II. Senior Warden's Report – Jonathan: No Report.

III. Junior Warden's Report – Jaimie: No report.

IV. Treasurer's Report - Mark

- a. Finance Report – Mark reviewed statements and budget. However, there have been some changes and new budget will need to be authorized, and we will take it to the semi-annual meeting for approval. Correction to Preschool actual finances was noted by Jaimie and will be corrected.

Motion to accept the finance report with the updates was made by Carol Sachs and Jaimie Deye seconded. No further discussion. Passed unanimously.

- b. Endowments status – Market bounced back and we regained everything that was lost in March.
- c. Budget changes were reviewed as previously published.

Motion to accept the modified budget was made by Jonathan Ashton and seconded by Deno Music. No further discussion. Passed unanimously.

Semi-annual Meeting – Sunday morning, July 12 at 11AM, parish meeting via a Zoom meeting, preceded by a 'finance forum' July 7 at 7PM to discuss the budget in detail, as has been our custom. For the parish meeting we need a quorum of 50 persons in Zoom, on the phone and in person. Motion to establish the rules would follow the meetings opening, e.g. how do we vote in a Zoom meeting? Rollcall? This needs to be thought out and agreed to prepare for the most efficient process. Review and vote on the budget and other discussions would follow,

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including vestry's position about the proposed motion to establish congregational controls over budget variances of a stated percentage.

There is no plan "B" yet for the annual meeting in play, so, we must either get 50 persons or try another day. Ohio law permits a board meeting using Zoom, where a conference call presence constitutes "in person." Calling in is also acceptable to establish a quorum. Our Zoom account allows up to 100 attendees. The suggestion is to call congregants in advance to remind them of both the finance forum and semi-annual meeting. Vestry agreed to make phone calls to a selected list. We will identify those who would likely agree to 'attend', then report back to Paul personally in the next week.

V. Committee Reports

a. Vestry

- i. Stewardship – no report
- ii. Insurance – no report
- iii. Christ Forward>> - no report
- iv. Human Resources- (see above)
- v. Building and Grounds – We had a sump pump failure. A new sump was installed for \$1,000 with internet alerts if power is lost to the pump. No known damage to the hot water heater or boiler resulted from the sump overflow.
- vi. Energy Audit— no report

b. Formation: (Jennifer's report-attached)

- i. Christian Education— Youth ministry is struggling to get engagement. Suggestions of possible kayak trip and other activities to generate interest. Only Becca, Todd and occasionally others currently join Zoom meetings. Isolation of pandemic is severely impacting the interest levels, and it is the summer lull. Can we involve youth in services ramp-up?
- ii. Inreach – (other, see report)
- iii. Outreach - Under One Roof
Zoom meeting for board meeting and it worked out well. Finances are good. Food donations are continuing to be steady. Clients are off a bit, with greater amounts of food per family available and distributed.
- iv. Preschool – Fall plan report: Daily changes to operating rules make planning difficult, but we are tracking updates and trying to be proactive, especially as it relates to possibly needed "walls" of some sort. More updates in August are expected. There is a full registration to-date. Personnel-wise, Morgen will not need to be replaced on staff at this time.
- v. Worship – (See above.)

Note that the next vestry meeting date will be in August 18th, instead of July.

Meeting was adjourned at 8:36 PM .

Respectfully submitted by _____
Jerry Martz, Clerk

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