

ST. PAUL'S EPISCOPAL CHURCH

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

Final Vestry Minutes September 15, 2020

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

Excused: None

Paul opened with prayer 7:01 followed by informal dialogue with introductory comments by Jonathan.

Motion to accept minutes was made by Deno Music and seconded by Mark Christophono. No further discussion. Passed unanimously.

I. Rector's Report

- a. COVID-19 – Opening the church is a major topic for this evening. Paul and Jennifer are concerned about possibly losing touch with the congregation, despite our efforts, and affecting mission and ministry. It was noted that Lucas County is currently in “orange” status, down from “red”.

Paul's preference would be for us to consider two Sunday (8 & 10) and two Wednesday services (noon and 6). Attendance will be required for contact tracing. We also plan to take temperatures before admittance. Markings will be required for safe distancing as to where NOT to sit. Reservations will be required via web using existing tools. Maximum occupancy will be advised, based on physical assessment. Paul will also canvas some other parishes to glean additional ideas that might be helpful and advise. Cleaning between services will need to be well organized including wiping the pews by occupants. If restrooms are used, they will need to be immediately disinfected by the person using with cleaning items provided.

Discussion item: How do we address the fluidity of Lucas County's COVID-19 rating, week to week, if we use this as a binary “go/no go”? Some felt using the gauge could be effectively communicated. Others felt it would be too confusing and unworkable.

We agreed to open for both Sunday 8:00 and 10:00 AM services effective September 20th, (along with following Wednesday services) and determine what works best empirically. Absent any governmental dictate to close, when we are open each person's common sense will prevail, given the reasonable measures proposed and communicated. If needed, Vestry will meet to consider any required policy changes, including discontinuing in-person services in favor of reverting to Livestream only.

Motion to open church as discussed was made by Tom Weeks and seconded by Jaimie Deye was passed unanimously without abstentions.

b. Livestream –

- i. We need four cameras to effectively Livestream which will be considered in the future.
- ii. Discussion item: Should we consider some type of financial consideration, e.g. scholarship funding/other, for Bekah producing the Livestream as our thanks for her considerable efforts providing critical technical assistance? We are now required by the Diocese of Ohio to Livestream, so a technical resource is required on-going and this will become a ministry.

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Motion was made to establish an annual grant for Bekah Vasquez of \$1,000 for Livestream technology funded from Memorial Endowment, renewable by Vestry September 1st annually, was made by Jaimie Deye and seconded by Carol Sachs passed unanimously. (The resolution of record is attached.)

- c. Polarization – (Tom Weeks email attached to agenda) His research concluded that in-line ionization units would not be needed to mitigate airborne COVID-19 and that personal contact or transfer on objects is by far a greater risk.
- d. Diocesan Convention – For 2020 , it will be virtual/on-line only and be held on November 13th and 14th. We need to vote tonight to select delegates. (Three are required). Jeff Strayer, Jonathan Ashton and Jaimie Deye agreed to attend this virtual event.

Motion was made to accept these delegates to the Ohio Diocesan Convention by Mark Christophono and seconded by Carol Sachs. Passed unanimously.

- II. Senior Warden's Report – Jonathan:
 - a. Preschool – Review of current status and budget was provided as per the enrollment forecast attached to the agenda. Anecdotally, operations seem to be progressing safely and effectively.
- III. Junior Warden's Report – Jaimie: No report.
- IV. Treasurer's Report – Mark:
 - a. Commented on Finance Committee consideration of revised meeting schedules to increase effectiveness.
 - b. Some formatting changes have been made to selected financial statements to add clarity.
 - c. Finance Report – Noted "Office Salaries" was already at YTD Annual Budget, which Paul will investigate.
 - d. Also, Mark is determining if expense allocation worksheets might be available from David Hazard to support Diocesan assessment accuracy.

Motion to accept the finance report was made by Carol Sachs and Adriana McNally seconded. No further discussion. Passed unanimously.

- e. Audit Report – Audit is moving forward, but was delayed due to last Ohio Diocese audit not including Journal Entries or Financial Statements, which would typically be delivered with findings. The financial impact of this will likely not be material, but caused some additional work.
- V. Committee Reports
 - a. Vestry
 - i. Stewardship – No report, but a meeting is planned for near future. Pledges are tracking well YTD against budget.
 - ii. Insurance – A new policy binder has been created with updated coverage considerations.
 - iii. Human Resources- No report
 - iv. Building and Grounds
 - 1. Rector's window is being replaced as previously approved.
 - 2. Tree service – PPTX of existing possible tree services needed (Two quotes were secured as attached to agenda, with an additional branch to be removed as requested by Paul verbally quoted by Blanchard Tree at \$300.).

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Motion to accept Building and Grounds Committee recommendation on tree trimming/removal and to authorize Blanchard Tree including options 1,4 and 5 (and option to remove additional limb as requested at an additional \$300) with funding from Mary Ann Tigges Endowment proceeds made by Jonathan Ashton and seconded by Deno Music.

3. Doors – As presented by Paul, the routine operation of selected church exterior doors could possibly present security concerns in certain instances and this will be addressed promptly.
 - a. Paul will secure quotes for repair or replacement of selected doors as needed and present to Vestry in the near future.
 - v. Energy Audit— No report
- b. Formation:
 - i. Christian Education— No report
 - ii. Inreach – No Report
 1. Pastoral Care
 2. Welcome
 3. Fellowship
 - iii. Outreach –
 1. Under One Roof. – Going well with donations and Simply Give. Volunteers are coming back in light of COVID-19 controls.
 - iv. Preschool – (See above and attachments to agenda)
 - v. Worship – No report
 - vi. Other Business - None

Note that the next Vestry meeting date will be October 20, at 7:00 PM via Zoom

Meeting was adjourned at 9:02 PM .

Respectfully submitted by _____

Jerry Martz, Clerk