

**St. Andrew's Episcopal Church
Elyria, OH**

Minutes of Vestry Meeting, July 08, 2020

Present: Rev. June Hardy Dorsey, Lise Day-Treasurer, Jean Hays, Bill Hebble, Amy Kellogg, Doug Skladan, Leanne Taylor, Hans Van Wormer

Excused: Rev. Greg Stark, Jon Quisenberry, Anne Yug

Welcome, Check in and Opening Worship

Call to order 7:14 pm

Discussion of re-gathering for in-person worship

- Presentation of survey results, analysis and follow up
- Discussion about next steps
- Discussion on preparing building
- Contingency plan for contact tracing – see “sign-up” form attached, in the event that someone who attends in person worship contracts Covid-19
- Timeline, Process and Communication including form to be submitted to Diocese

Strategic Plan Updates and Other Reports

- Congregational Development – no update
- Resource Management – Amy Kellogg
- Food Ministry – Bill Hebble
- Worship – Rev. June

Curate Report – Rev. Greg Stark

See attached

Sr. Warden Report – Doug Skladan

- Authority to transfer POAD fund still in process
- The Elyria Municipal Court thanked St. Andrew's for being open to hosting Grand Jury meetings/deliberations. The city has advised their insurance will not cover jurors at St. Andrew's and has decided not to move forward with using our space. Doug did check with our insurance and was advised they would be covered.
- Completed online grant request from Giant Eagle asking for \$4000 for Outreach
- Shared letters on anti-racism from Rev. Gay Jennings and "A Pentecost Lamentation" by Dr. Reuben (see attached).

Rector's Report – Rev. June Hardy Dorsey

See attached

*New process being developed to acknowledge/thank donors for memorials.

Page 2

St. Andrew's Vestry Meeting Minutes

July 8, 2020

Old Business

First floor renovation – Hans VanWormer

Carillon update – Hans VanWormer

New Business

Rev. June advised she and Mike VonGunten have met with a representative from a copier machine company to cancel current contract and acquire new copy machine.

Doug Skladan moved to change Rev. Greg Stark's title from Curate to Assistant Rector for Youth, Children and Young Adults. Hans VanWormer seconded. Discussion followed. Motion passed unanimously.

Hans VanWormer moved to allow Resource Management Commission the authority to change the provider for gas and electric. Doug Skladan seconded. Motion passed.

Treasurer Report – Lise Day

Financial reports attached.

Financial reports accepted

Meeting adjourned

Respectfully Submitted,

Michelle VanWormer

Vestry Clerk 2020

1. Worship Leadership
Worship Re-gathering Survey distributed online and via paper mailing. Prayer, Bible Study, Writing and creating on-line worship for Sunday and mid-week services (sermons, Power Points with art and music, enews, website info, FB posts, creation of a Spotify playlist for collaboration and for use in worship etc) Working with Joan Van Wormer to provide some "live" worship music along with the recorded music used in Zoom Worship. Began collaborating with Sarah Shofstal as the Sunday morning worship is further shared with Christ Church. Attended a Virginia Theological Seminary Webinar about worshipping without singing. Convening the Worship Task Group to continue to work on worship during this time.
2. Pastoral Care - telephone, Zoom, notes and cards, Facetime when possible Have begun having limited "in person" pastoral meetings 1:1 or with a single household in non-medical settings. Joe Quisenberry inurnment coming up. (Private family service)
3. Communications - with leadership, staff, parish-wide, Diocese and larger community
4. Creation and Curation of worship, stewardship and formation resources (remote, virtual and snail mail) Ready to move to electronic delivery of this for those who are willing.
5. Strategic Plan Implementation and Reporting (especially with new commissions) Met with budget sub-committee and RMC Commission and CDC Commission.
6. Diocesan and Mission Area Work (Clericus, Commission on Ministry)
7. Administration- working with Parish Administrator and Financial Secretary to ensure that priority tasks around communication and finance continue without interruption during this time of gathering restriction due to Co-Vid 19.
8. PPP loan- documentation and update of timeline. Now funds can be spent over a longer period of time. Loan forgiveness procedures will be available later in the year. The Diocesan Office of Finance, Paychex and Huntington have been helpful in providing and updating information.
9. Outreach – Conversations with Anne Yug about other possible ministries if Food Pantry ministry is concluded. Working with Urban League Outreach leaders exploring relevant outreach projects for our community.
10. Professional Development
Studying in monthly Academy of Artful Leadership Course on leading in these times. (Virtual) June – Jan. Monthly meeting Received \$500 grant from Commission on Ministry to help fund this endeavor.
11. Vacation Used to Date (1 day in January and 5 and ½ days in June)

12. For Vestry Consideration for Aug. Vestry Meeting: Ask the Vestry's consideration for changing the Rev. Greg Stark's title from Curate to Assistant Rector for Youth, Children and Young Adults. Rationale: Greg has faithfully served St. Andrew's and Christ Church as the Curate for Youth, Children and Young adults for 3+ years. It is customary for a curacy to last 2 - 3 years but Greg's letter of agreement stipulated a position with the two parishes for four years. As Greg prepares to move to the next place of ministry, let us affirm his skills for ministry by changing his title to Assistant Rector for Youth, Children and Young Adults. This action will better position Greg for securing a post fitting of his level of experience and skill in his next call. It recognizes that his competence level matches that of the positions of Assistant Rector or its equivalent. The compensation set for Greg in his letter of agreement is the same as that for an assistant rector.

Curate Report – Rev. Greg Stark

Dear June and vestry,

I will not be joining you tonight as this month I will be with Christ Church for vestry meeting. I was away for two and a half weeks (worked remotely while in Denver with some high school friends doing the same). I have been coordinating with Cathy Secaur, Ellen Otis, and some of the youth to prepare for next week's VBS at home program. We will be packing boxes this Thursday and Friday, and recording some of the Bible stories. We have had fewer registrants than in years past, but we will carry on. I have made a few pastoral calls by phone and am also looking at the possibility of gathering the youth and those who will be rising into youth group this fall for some kind of outdoor program later in July. I am working with the Rev. Anna Sutterisch to facilitate online anti-racism training with high school youth in the diocese, and I will keep you posted on that. We have continued with our 20s and 30s shared bible study over zoom in Tuesday evenings, and I am hoping that the group can maybe have an in-person gathering of some kind in the early fall. It is likely that it will remain online for bible study for the foreseeable future as that works better for the schedule of most participants. Most other programs are on hold either due to COVID or the usual summer break, and I look forward to a time when we will be past this isolation.

Faithfully,
Greg+