

VESTRY MEETING MINUTES

Virtual Meeting via Zoom

August 18, 2020

Vestry Member Attendees: Linda Lund, Don Greer, Jim Whitcomb, Janet Guillen, Bruce Howard, Carol Lenker, Tori Smith, and Adrian Quintanilla.

Vestry Members Absent: None

Other Attendees: Father Ripp Hardaway, Reverend Lucy Strandlund, Pam Johnson, and Shelley Howard.

Father Ripp led the Vestry members in the Order for Evening from the Book of Common Prayer. Linda Lund provided the devotional from the book, Open Hands, chapter four, "Prayer and Compassion".

Upon conclusion, the meeting was called to order at 6:49 p.m. by Linda Lund, Senior Warden.

MINUTES

The July 24, 2020, minutes were presented. Motion was made by Jim Whitcomb and seconded by Bruce Howard to accept and approve the minutes as written/presented. Motion passed.

DISCUSSION ITEMS

Reopening Strategy Updates

Linda Lund, Senior Warden, informed the Vestry members that strategy plans to reopen the church were ongoing and on target apart from those who will be the Ushers and Greeters when the time comes to reopen.

A discussion ensued concerning the Bishop's letter dated August 17, 2020, regarding those churches who want to open on a modified basis, have in-person/outside meetings being held at church locations. At this point, churches are not being flooded with parishioners wanting to return for in-person worship. St. John's has protocols set in place to minimize exposure and provide safe worship times. It was discussed to readdress the opening of the church on a modified/safe basis around September 14-15, 2020, after school has started.

Technology Upgrade Status

Linda Lund, Senior Warden, provided that the majority of all the equipment for the SlingStudio system was in except for a battery which is on backorder. Everything should be in by this coming Thursday. Ian Flores is to set the equipment up for the Sunday service two weeks from now. The goal, however, is to record the noonday prayer service for this Monday. Don Houte has been a great help with the new system.

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Outreach Committee Update

Jennifer Mitchell, Chairman, Outreach Committee provided a committee update. Currently, the funds in the Outreach expense fund need to be disbursed. Due to the COVID 19 pandemic, funds have not been disbursed as usual the inactivity of some of the organizations. Confirmation of their organizational activity had to be confirmed prior to these funds being disbursed. Once verified, the following disbursements have been/in process of being made:

- Monthly payments to Family Life/SOS Food Bank - Have continued
- Interfaith Welcome Coalition, St. Francis Migration - \$3,000
- Family Promise - \$4,200
- Kitchen Table - \$2,599
- Texas Ramp Project – \$5,249
- Family Camp - \$1,000
- Pack the Bus - \$500
- Habitat for Humanity - \$4,000
- Salvation Army “Shoe In” – Due October/November
- Global Outreach –
 - Piedras Negras – Orphanage – Funds distributed

Ms. Mitchell noted that a special communication to the parishioners regarding these donations would be forthcoming. Ms. Mitchell also informed the Vestry members that there is a process for requesting donations. A form must be completed by the requestor. When completed, the form then goes to the Outreach Committee for approval.

Goals

What is it going to be like from this time forward through 2021? How do we, as a church, reach out to people in a COVID world? From March to July, there was hardly anyone “new” reaching out to the church. However, in the past several weeks, requests have been made by people interested in joining the St. John’s family. A suggestion was made to increase evangelism amongst the congregation by inviting “new” persons to join them in the virtual/online Sunday services. A concern was expressed regarding the “older” population of the church and how to get them connected to the church in a better way. Some ways to accomplish this would be connecting our youth group to this group, “adopt a grandparent”, phone calls, sending notes. This is also a 2-way street, “crosswalk”, “prayer pen pal.” Father Ripp will speak with Cheryl Smith, Director, Children and Youth Activities, about reconnecting the youth to the older population and vice versa.

Rector’s Report

Father Ripp informed the Vestry members that he would be having a conversation with an employee about their future at St. John’s. The employee received a 90-day personnel evaluation in 2019. For 2020, instead of performing formal annual evaluations in a pandemic environment, the Rector is taking a pastoral care approach and is meeting privately with each staff member to provide an additional layer of support during these uncertain times. The Rector has met with the employee on several occasions during 2020.

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Reverend Lucy has been active in the “Everyone’s In” initiative at St. John’s and will begin a weekly Bible study soon. With the departure of Paul Anthony, Reverend Lucy is currently reviewing the bulletin prior to publication.

ACTION ITEMS

Financials

Jim Whitcomb, Treasurer, reviewed the financials. Mr. Whitcomb informed the Vestry members that the shifting of funds to cover the “tech upgrades” had been accomplished.

- Upon discussion of the Vestry members, motion was made by Don Greer, Junior Warden, to accept the financials as presented. Motion was seconded by Bruce Howard. Motion passed.

Mr. Whitcomb also discussed setting a cap on the Unrestricted Operating Funds of \$80,000, the balance to be shifted to the Diocesan Investment account to draw interest. The eighty-thousand-dollar figure amounts to two months of operating expense funds.

- A motion was made by Jim Whitcomb to set a floor/ceiling amount of \$80,000 in the Unrestricted Operating Fund account and to continue to push funds to the Diocesan Investment account as available. Motion was seconded by Bruce Howard. Motion passed.

Father Ripp noted that the \$1,407.58 figure in the Outreach Fund account, “Refund Honduras Airfare”, should not have come out of this account. Jim Whitcomb, Treasurer to address.

Mr. Whitcomb requested that the formation of a budget committee for 2021 process begin immediately and for this to be an agenda item for the September Vestry meeting. It is important to begin this process now so that the committee can be formed and an Assistant Treasurer be named to follow in the succession of the outgoing Treasurer.

Father Ripp Hardaway closed the meeting with the Lord’s Prayer and the Order of Evening prayer.

Linda Lund, Senior Warden, adjourned the meeting at 8:45 p.m.

Respectfully submitted,

Shelley Howard

PLEASE NOTE: Next Vestry Meeting – Tuesday, September 15, 6:30 p.m.