

## **Vestry Meeting Minutes**

### **Virtual Meeting via Zoom**

**December 15, 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

Vestry Members-Elect: Ann Amoroso, Alice Jewel, David Drichta

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

Guests: Paul Anthony

The Vestry meeting opened at 6:30 p.m. with fellowship among the Vestry members and reflections from retiring members Paul Anthony, Tori Smith, and Linda Lund. Upon conclusion, Reverend Ripp Hardaway led the Vestry members in the Order for Evening from the Book of Common Prayer including O Gracious Light.

The meeting was called to order at 7:00 p.m. by Linda Lund, Senior Warden.

### **MINUTES**

The November 17, 2020, minutes were presented. Motion was made by Jim Whitcomb and seconded by Don Greer to accept and approve the minutes as written/presented. Motion passed.

### **DISCUSSION ITEMS**

#### **2021 Budget**

Jim Whitcomb, Treasurer, reported that the Budget Committee has had three (3) meetings to date. The challenge the committee has faced, pledges are down by \$87,000. The committee has had to address/predict how to curtail/expand activities for the first and second quarters as well as for the year. The PPP, in the amount of \$81,800, has yet to be resolved by Frost Bank, but when it is, the amount reimbursed to the church will added to the coffers and recognized as an asset. Reverend Hardaway indicated that he had called around fifty contacts regarding pledging, of which twenty-two contacts pledged a significant amount of money. This effort brought our percentage of pledging by parishioners up to 95%. A finalized budget will be presented to the Vestry at the January meeting.

### **Reopening Updates**

#### **-Policy for Action on Positive Cases**

A “draft” policy entitled “Response Process: Notification of Testing Positive for COVID” was presented to the Vestry members. Reverend Hardaway explained the importance of having a process to address/follow when someone has attended church and has tested positive for COVID. A discussion ensued by the Vestry members. At the conclusion of the discussion, the Vestry members were invited to send their comments/feedback to Pam Johnson, Parish Administrator, with a copy to Linda Lund, Senior Warden.

### **Curate's Report**

Reverend Strandlund shared the following:

- Reverend Strandlund shared that her Ordination to the Priesthood ceremony would be celebrated this Saturday, December 19 at 11 a.m.
- Reverend Strandlund gave thanks for the “Advent Journey” program and the extraordinary paintings located on the outside of the church. She encouraged everyone to watch the online Advent programs and experience the life of the church as we connect folks in new ways.
- Reverend Strandlund again expressed how glad she was to have Grace Symmons on board as Director of Communications to coordinate and communicate effectively. Ms. Symmons will be assuming some tasks from Reverend Strandlund to allow Reverend Strandlund to further her ministry at St. John's.
- Reverend Strandlund will be teaching a class in the Spring.
- Reverend Strandlund's bible class is doing well and will be keeping the same times for 2021.
- Reverend Strandlund noted that Noonday Prayer will now be held Monday through Friday at the same time with lay people presenting on Mondays and Fridays. Reverend Strandlund and Reverend Hardaway will be presenting Tuesday through Thursday. Noonday service leaders will have the option to pre-record their presentation instead of going live on Facebook.
- Reverend Strandlund informed the Vestry members that she would be the Chaplain for the Mid-Winter Retreat for Senior High/High School ages being held January 9, 2021. This is a one-day event.

### **Rector's Report**

- Reverend Hardaway noted that from now to the end of the year, Grace Symmons, Director of Communications, will be focusing on updating and redesigning the St. John's website.
- Grace Symmons and Ian Flores are working on the audio visual and experimenting with different views and presentations. They are also addressing the slowness of the Internet.
- Grace Symmons and Ian Flores are also addressing the soundboards located in the choir loft as they are not working effectively. A suggestion is to run wires from the soundboard downstairs, purchase a camera with a joystick and purchase an iPad. This, hopefully, will be addressed in February.
- Sarah Reeves has been working extremely hard on redesigning the Columbarium space outside the church to make the environment a more “holy” setting and a more “worshipful” space. Reverend Hardaway presented tentative plans for the Columbarium space. Since this is a physical church project, plans will need to be sent to the Diocese. Once approved, a level of approval will be sought

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from the Vestry. Money will then be raised and used toward the project along with the allocation of monies already in the Columbarium fund. Any suggestions for the design of the Columbarium should be referred to Carol Lenker.

- Reverend Hardaway informed the Vestry members he would be assuming a role at the Diocese on the Commission on Ministry committee in 2021 as he rolls off the Standing Committee as President in February.
- Reverend Hardaway informed the Vestry members that Reverend Lucy Strandlund would be taking December 27, 2020 off, and that he, Reverend Hardaway would be taking off January 3, 2021, at which time Reverend Strandlund would assume responsibilities of STJEC services.
- Cost of GermWrap – Linda Lund, Senior Warden, noted that the cost of purchasing an in-house disinfectant applicator would be between \$4,000 and \$5,000, plus the cost of the liquid to be used. Ms. Lund checked with our resident physician and an epidemiologist on the effectiveness of the use of this service and concluded that this was a “feel good” service and was not an effective disinfectant process for the service need. The use of Clorox wipes to wipe down door handles, etc. was just as effective. Going into 2021, Ms. Lund would like to put together comments for Vestry approval to enable them to decide whether this purchase is needed. It was suggested this be an “Action” item for the January Vestry meeting.

**ACTION ITEMS****Housing Allowance Resolutions**

The Housing Allowance Resolutions for Reverend Lucy Strandlund and Reverend Hardaway were presented to the Vestry members for approval. A motion to approve the Housing Resolutions for Reverend Lucy Strandlund and Reverend Ripp Hardaway was made by Jim Whitcomb and seconded by Bruce Howard. Motion passed.

**NOTE:** Mr. Whitcomb, Treasurer asked to review the financials prior to addressing Outreach – Uncommitted Outreach Funds as indicated in order on the agenda.

**Financials**

Mr. Whitcomb presented the financials. Mr. Whitcomb noted that expenditures had been made from the Outreach fund and that the fund continues on target for 10% spending. Year-end pledging is currently at 91%.

Motion was made by Bruce Howard and seconded by Janet Guillen to accept the financials as presented. Motion passed.

**Outreach – Uncommitted Outreach Funds**

The Vestry members were presented with a request for funding a “Winter Shelter” in New Braunfels. The amount requested, \$10,000. This is a great ministry which provides winter shelter for those less fortunate in New Braunfels. The services would be provided on a year-round basis. Reverend Hardaway presented the

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2020 Action Plan for Outreach detailing the unspent funds from 2019, checks that are being sent now and potential reallocation for unhoused shelter. It was suggested that the Vestry could look at a potential reallocation of \$7,500 where ministries were unable to provide their services due to COVID. STJEC's donation would be annual and show local support. STJEC's donation would also provide an avenue for the Winter Shelter to apply for grants, etc. A motion was made by Jim Whitcomb to donate \$7,500 to fund the Winter Shelter program. Motion was seconded by Bruce Howard. Motion passed.

Reverend Hardaway closed the meeting with Compline.

Meeting adjourned at 8:27 pm.

Respectfully submitted,

Shelley Howard  
Clerk of the Vestry

**PLEASE NOTE: Next Vestry Meeting – Tuesday, January 12, 6:30 p.m.**