

St. Luke the Physician Vestry Meeting on ZOOM
May 17, 2020

In attendance: Lainey Johnston, Sara Cosca-Warfield, Linda Meade, Laurel Hart, Marcy Ross, Linda Simmons, Deborah Dobrenen, Raven Herrington, Ginger McIntyre, Sid Welch, Marci Welch, Kathy Douglass (observer)

Absent: None

- I. Prayer - Sara
- II. Approval of April Minutes - Lainey motioned, Ginger seconded, all voted in favor to approve.
- III. Approval of Agenda – Raven motioned, Sid seconded, all in favor.
- IV. Finance Team Report - Marci Welch
Report shared on screen. Incoming: Plate donations (including a one-time gift of \$5,000) continue to come in, pledge donations close to budget, building fees lower than budgeted. We are \$5,000+ above budget. Expenses: lower than budgeted, no building issues yet, personnel on budget, programs below. Net income \$5,500 more than expenses. \$10,000 above budget for year. Much progress has been made on the Columbarium project which will become an expense. Audit is on hold.
- V. New Acts (of the Apostles)
 - A. EBOF Grant Proposal – Sara completed and submitted this COVID grant. We hope to use it to update livestream ability. We will find out Tuesday.
 - B. Kathy Terry resignation.
- VI. Ongoing Acts (of the Apostles)
 - A. Still need a Clerk – Deborah will be interim.
- VII. Ministry Team Check-Ins
(current business – please hold off on thoughts about reopening)
 - A. **The Ark Children's & Youth Ministry:** Raven Herrington – Nothing new to report but weekly videos are successful and continuing. Resource she's been using has been free, but it won't be for much longer. Church will purchase if need be. Youth group hasn't met again.
 - B. **Buildings & Grounds:** Sid Welch – Sid attempted unsuccessfully to contact janitorial service for special projects including a deep cleaning for

upcoming opening. Marci installed a new mailbox for church. Grounds need some care, and Sid will contact Kathleen and Jeff regarding this. Clean-up day (distanced) will be planned.

- C. **Outreach & Mission:** Deborah Dobrenen, Marcy Ross & Linda Meade – Sara will send more money from discretionary fund to Zarephath, Kizimani, Snow-Cap, and Father's House. My Father's House hasn't expressed any current needs as Dave's Killer Bread is delivering once again. Linda Simmons shared that lunch is being provided to the Kizimani community in Kenya because of donations received, and they are so grateful.
 - D. **Spiritual and Congregational Care:** Lainey Johnston – Roberta has asked to help Lainey as team leader. It was suggested we send out questionnaire to care team members to see who wants to stay involved after pandemic.
 - E. **Welcome:** Marcy Ross & Ginger McIntyre – Brochure in process. Welcome brochure will be one page front and back. Mission statement brochure is also in progress which will include information on all ministries. Draft will be sent to vestry members. Directory is in the works but is on the backburner due to current more pressing issues.
 - F. **Worship:** Ginger McIntyre – Not much to do right now (maintenance mode), but as things open up so will the work.
 - G. **Columbarium:** Laurel Hart & Linda Meade – the grounds are looking great with the work being done – currently working on photo journal, concrete pads, bench, barkdust, path to Labyrinth. Structure will be placed in June followed by plants, clean-up, easement road gravel. 13 to 14 niches have been purchased.
- VIII. Planning for Reopening (per Governor Brown) for 25 to gather in Phase 1 but 60 and older still not supposed to meet. Bishop will need to approve before we move forward.
- A. Approaching in two ways: Values of community and Logistics will guide our reopening.
 - B. General thoughts: Two thoughts each (here they are):
 - We want to be thoughtful about keeping hospital beds open
 - Use of outside space is weather dependent, meet on labyrinth for services
 - Consider what other churches are doing and what is/is not working
 - Restrooms a factor even for outside services
 - Still learning about infection so let's not rush

- Offer more than one service and even consider alternative service another day of the week
- When we do open offer livestream services in addition to face-to-face.
- Consensus is to wait at least a month or two with priority being safety.

Here are some things we can do now:

- Prepare inside and outside space
- Begin meeting by committee (Welcome, Grounds, Worship) to plan what is next
- Make the online service the best it can be using grant money, consider/explore ways to combine Livestream and Zoom for Sunday service
- Be honest about energy level for involvement
- Wait for Diocese Guidelines (Sara will send to vestry members)
- Plan path forward for kids because of logistics, safety
- Communicate with congregation that we are in ongoing conversation about how best to proceed
- We will revisit this regularly and vote as necessary
- Sara will work on questionnaire to send to congregation
- Let's keep the conversation going, and be ready to vote once gathering becomes permissible.

C. By Ministry Team – Here is what committees will be exploring:

1. Buildings & Grounds
 - a) Yard Cleanup
 - b) Safety of Facility - bathrooms
2. Welcome
 - a) Safety of greeters/coffee hour (if any) - training
 - b) Providing masks
 - c) Spacing worshipers out in pews
 - d) Turning away people if there are too many
3. Worship
 - a) Singing
 - b) Communion
 - c) Logistics (Processional/Recessional)
 - d) Worshiping outside?
 - e) Acolytes, Altar Guild & other support teams
4. The Ark Children's & Youth Ministry
5. Outreach & Mission

6. Care Team

- IX. What three things do we want to share with the congregation?
Forgot to do this!
- X. Adjourn with Prayer - Sara