

**St. Luke the Physician Vestry Meeting on ZOOM  
August 16, 2020 MINUTES**

**In attendance: Ginger McIntyre, Deborah Dobrenen, Raven Herrington, Linda Simmons, Marcy Ross, Sid Welch, Linda Meade, Lainey Johnston Sara Cosca-Warfield and Laurel Hart (Clergy)**

**Absent: None.**

- I. Prayer – prayer for the parish
- II. Approval of July Minutes (see below) – **Motion to approve: Ginger McIntyre, Second: Linda Simmons, all voted to approve.**
- III. Approval of Agenda – **Motion to approve: Lainey Johnston, Second: Ginger McIntyre, all voted to approve.**
- IV. Finance Team Report  
Marci's notes:
  - Plate Donations look weird this month due to an accounting error and correction.
  - Pledge Donations were off. Not surprising for July, and we're still fine Year-to-date on pledges.
  - We earned \$183 in investment income over May and June, which is cool. It's not cash, we just roll it into our investments.
  - 3 notable expenses in July: Tree trimming, audio equipment, and a sneeze guard for the piano.
  - July spending was higher than income by a pretty large amount. We are still good Year-to-date compared to our budget.
  - Looking at our cash forecast: We're likely to still have \$14,325 at October 31, still above our \$10,000 minimum balance target. Our budget had us already tapping into our savings by over \$6,000 by October.
- V. New Acts (of the Apostles)  
Sara check-in – planning to take two weeks vacation in the fall.
- VI. Ongoing Acts (of the Apostles)
  - A. Regathering Planning - No new information to discuss.
- VII. Ministry Team Check-Ins
  - A. The Ark Children's & Youth Ministry: Raven Herrington – taking break in August. September she and Kristian want to start something different - Labyrinth or Zoom meeting with youth and create monthly liturgy.
  - B. Buildings & Grounds: Sid Welch – trees are trimmed and look great, Boorens and Gail continue to work on grounds (we are so grateful!). Linda mentioned community members may be using our electricity so let's pay attention to utility bill.
    1. Exterior door locks changed
    2. VOTE: Approve key policy – likely a few changes but will vote to adopt.  
**Motion to approve: Linda Simmons, Second: Linda Meade, all voted to approve.**
    3. Considering cameras for back of the building and front parking lot.
  - C. Outreach & Mission: Deborah Dobrenen, Marcy Ross & Linda Meade - Deborah had conversation with Sara about what is next and how Sacred Ground classes as well as further education and research might direct and inspire next steps.

Deborah also had conversation with Marcy Ross and Linda Meade about the same. Multnomah County Library is holding monthly sessions called “Let’s Talk About Race” that we will try and attend via Zoom. Email was sent to Sacred Ground participants for feedback and interest in moving forward.

- D. Spiritual and Congregational Care: Lainey Johnston – Vestry members made contact with assigned parishioners. Other concerns include Richard Martin as his cancer has returned. Lainey and Roberta will continue conversation about how to meet needs in our congregation.
  - E. Welcome: Marcy Ross & Ginger McIntyre – Online Directory is available and working fine, although a few numbers may need to be updated. Goal is to give everyone log-ins so they can update their own information. Vestry members will be given log-ins, and Sara will provide training as needed. Sara led Welcome liturgy for new members in Labyrinth last Sunday. Turnout was good.
  - F. Worship: Ginger McIntyre – Sara offering Wednesday and Friday evening 5:30 prayer. Communion this week. Sunday worship Zoom will continue. We have permission to deliver communion outside.
  - G. Columbarium: Laurel Hart & Linda Meade – It’s looking great. As more niches are purchased, more funds will be available to continue the work, particularly landscaping. The Icon will be erected. Laurel in conversation with Kathleen Booren about landscaping. Kathleen is working on and Sara will publicize plant list if parishioners want to donate funds or plants. 10% percent of what is spent on the columbarium must be spent on the landscaping. Value of donations can be included. Will have to hire out physical work. Plan is to place legal documents in fireproof safe. **Vote on designating at three niches to give to those who cannot afford them, at the rector’s discretion. Motion to approve: Ginger McIntyre, Second: Linda Simmons, All voted to approve. This motion will be placed in safe with other documents.**
  - H. What three things do we want to share with the congregation? Update on Columbarium landscaping, niches for those in need, and new key policy.
- VIII. Adjourn with Prayer