

**Vestry Meeting – via ZOOM
April 21, 2020 . . . 6 pm – 7:20 pm**

Participants:

Vestry Members Present: Kim Kitterman, James Aldinger, Lisa Buckner, Bailey Fountain, Madge Deacon, Edwin Thorpe, Anna Kathryn Word, John Webb, Will Hayley, Nancy Manire, Heidi Rupke, John Owen, Laura Trott, Ginny Strubing

Clergy Present: Scott Walters, Paul McLain, Amber Carswell

Others Present: Steve Smith, Tony Graves

Absent: Kathryn Jasper, Clerk Julie Bethell (Madge taking Minutes in Julie's absence)

Meeting Called to Order at 6:05 pm

Scott

Opening Prayer

Madge

In memory of her father, former Vestry member Adrian Logan, and in honor of the 50th anniversary of Earth Day celebrations . . . For the Beauty of the Earth (BCP, p. 840)

We give you thanks, most gracious God, for the beauty of earth and sky and sea; for the richness of mountains, plains, and rivers; or the songs of birds and the loveliness of flowers. We praise you for these good gifts, and pray that we may safeguard them for our posterity. Grant that we may continue to grow in our grateful enjoyment of your abundant creation, to the honor and glory of your Name, now and for ever. Amen.

Approval of March 2020 Minutes

Scott

- **Discussion:** Kim asked for an update on formally thanking Doug Franklin for his ten years of Waffle Shop leadership. Madge asked if Calvary still awards the Calvary Medal. Many on the Vestry did not know anything about the Medal. It was noted Dana Sue Percer was one of the last recipients, and John Webb mentioned the criteria for the Medal. Scott said he would follow up on a formal thank-you to Doug.
- **Approval** of the March 2020 Minutes was **unanimous**.

Financials

Tony

Tony reviewed the memo he had sent to Vestry members a few hours prior to the Vestry meeting.

Afternoon. The March financials are complete, but I will present the report through Basecamp in the next 2-3 days. Scott, Steve and I want to spend a bit more time with how actual vs budget is presented in these extraordinary times. The objective is to present it in a way that better helps the Vestry track pledge payments vs what a realistic expectation should be for each month. The ultimate goal is to make sure our monthly pledge receipts are tracking where they typically do for any particular month. As an example, is March typically a low or high month for pledge payments? That way we are not over/underreacting to noise in the budget. Currently the budget more evenly spreads revenue, so this would account more accurately for seasonal differences in giving and the large budgeted gift that has already been received in full.

CEC is in a very good spot from a cash position. We also received some additional good news last week. We applied to participate in the Paycheck Protection Program given Calvary has not made any staff adjustments and will be impacted by this crisis. We were approved and have received \$202,000 from the program. The guidelines of how the money can be spent are pretty straight forward with the overwhelming majority being allocated to payroll (hence the name....). By adhering to the guidelines, we will qualify for loan forgiveness. This represents 9% of our operating budget and will be very helpful as we navigate these difficult times.

We will have the financials to you in a few days. Thank you!

Discussion Points:

- Calvary's cash position is very good.
- Tony praised Steve for the work he had done on the First Horizon Paycheck Protection Program Grant, highlighting that no adjustments have been made to staff salaries during the COVID Shelter-in-Place period, and that this grant secures these salaries.
- Largest of Calvary's annual gifts has already been paid in full.
- Online donations are being received.
- In response to a question about a specific "ask" for donations that represent what is normally received in the Sunday morning offering plates, Scott said he will be sending a letter to the congregation next week which will include discussions of pledges and offerings.
- A letter from Tony will accompany the quarterly pledge receipts.
- Scott asked Vestry members to let clergy know if any Calvary messaging is "off-key" during these strange times.

Tony left the meeting following the Financials discussions.

"Around the Horn" – How's Everyone Doing?

Scott

- **Ed** – working from home, not expecting to be back in the office before June. Sharon is doing well in her surgery recovery. Ed's 99-year-old mother is well, and siblings are in touch with her often.
- **Ginny** – taking classes online and walking with Christina whenever weather allows. . . Is thankful for the "Wisdom of the Desert" blogs
- **Nancy** – working from home; enjoying walking; got a new puppy in January – great bonding since we're together constantly! Love daily online Morning Prayer and Compline services and livestreaming of Sunday services - - - Many thanks to all who make these services possible, and love seeing the names of all who are "attending" the services, from both the immediate Calvary congregation, and from around the country and from international locations.
- **Madge** – all is well at the Deacon household. . . echoed Nancy's comments of gratitude for the online services. BeeBo, the family fur-baby, loves that we are home around the clock, and not walking out the door as we used to do so often, showering him with love and promises to be home soon! Love walking opportunities when the weather permits.
- **Laura** – Grateful for technology that brings everyone together. Each day at the Trott household begins with Morning Prayer, followed by home-schooling. Enjoying livestreaming Bible Study sessions, and our dogs love having the family at home!
- **Lisa** – crazy busy with production of online videos (14 per week!), and with Poppy's homeschooling sessions.
- **James** – all is well. . . getting used to working from home. Human Resources is a "people business" and adjusting to the technology processes is difficult.

- **John Owen** – working from home; family biking outings are great fun (shared a picture of John with Phoebe and John Wilson, biking through the Chick-fil-A drive-through lane!); Highlights of homelife include Phoebe learning to read and John Wilson’s potty training!
- **Anna Kathryn** – echoed Laura’s sentiments of the daily “roller coaster” of the family being at home around the clock, and of trying to balance home-schooling, a toddler, and working from home.
- **John Webb** – the Webbs are fine, and Trezevant is the place to be during a pandemic, with all residents receiving much pampering! Misses being on his boat now that Spring has arrived, but is thrilled to have a weed-free garden! Very grateful for the live streaming of Calvary services.
- **Heidi** – The Rupke family is well. Frequent walks have happily resulted in getting to know many in the neighborhood. Heidi leads morning sessions of home-schooling, and David takes charge of some of the afternoon activities. Heidi and the children have “chalk-bombed” the driveways of Suzanne Henley and Lynda Gayle Deacon (to the delight of the homeowners)!
- **Bailey** – working daily at Le Bonheur. Collin is still trying to get used to working from home. Both are enjoying working in the yard.
- **Will** – Missing Calvary a lot! Calvary is a big part of downtown Memphis! Very proud of Memphis leadership team, guiding us through the COVID experience, and doing the right thing by continue Shelter-in-Place regulations. Grateful for opportunity to participate in weekly Baguette Brothers sessions via ZOOM. Praised Tony Graves for the excellent work he is doing with Calvary’s Endowment Fund.
- **Kim** – All are well at the Kitterman house. Both she and Jeff are working from home, each in separate home offices. Sales are tough during these difficult times! Sam, Jeff’s son, is home from New York, but has been quarantined in his bedroom for three weeks because of testing positive for Coronavirus. Is doing well, having finally tested negative for the virus. He, too, is doing his job while working from home. Kim echoed Heidi’s comments about the joys of meeting and getting to know neighbors during safe-distancing walks.
- **Paul** – Ruthie planted a Victory Garden on Good Friday. The McLains are enjoying cooking on their and sitting outside with neighbors (while practicing safe-distancing, of course!)
- **Steve** – doing well. At Calvary daily, almost always alone. Sang the praises of Henry Butler, Calvary’s mailman, who is determined that Calvary’s mail will be delivered! Reported that Cindy will be coming in twice a week. Steve is spending weekends at his home in LaGrange.
- **Amber** – “Anything Goes” in West Memphis, Arkansas! . . . Inspiring to work with a team learning new ways to do what we do! Working through the hurdles of Holy Week services was creative and fruitful. Experiencing grief, despair, joy - - - all of the emotions - - - during this strange time.
- **Scott** – was supposed to be in Ireland with daughter Kate last week, during what would have been the final days of her semester there - - - that seems a lifetime ago! Took a bit of down time during the week, doing home renovations. . . Spending time focused on what we have learned during this period, and how those lessons apply as we move forward.

Rector’s Report

Scott

- **Sunday Morning Livestream Services** – Many thanks to the team that makes these services possible: Kristin / John / Choir Members; Helario; Noah and Bernie; . . . All feel the presences of those participating in the services, even as we look at empty pews.
- **Online Metrics Report** – brilliantly prepared by Robyn Banks and submitted to Vestry on Basecamp. . . shows comparison of Calvary check-ins / touchpoints during period of March 21 – April 19, 2020, via YouTube, Facebook, Mailchimp, and Calvary’s website. . . Note: “327” visits to

the “Give” link on the website means “327 visits” to that site, not “327 donations / gifts”... James commented that Calvary’s livestreaming is really beautiful when viewed on television screen using YouTube. . . . Heidi and Scott also discussed the continuation of the Lenten Preaching Series via podcasts. . . . In a discussion of giving / donations to Calvary, James commented he has recently done online giving for the first time, and Ginny said it’s important to remind people checks can still be mailed to the church (critical information for those without internet connections, or who are uncomfortable with internet technology).



- Status of Return to “Live Church”** – timeline for return to “live church” is unknown . . . many steps to consider . . . Ongoing dialogue with Bishop Phoebe, and listening to input from the Governor, the Mayors, other civic leaders, and the congregation. . . Will be participating, at Scott Morris’ invitation – in a (ZOOM) meeting of local interfaith leaders to discuss how all are handling services during this period, and their considerations in planning for returns to live services.
- Annual Giving and Capital Campaign Updates** – Team discussion of annual giving taking place this week: “talking about money from a faithful place” and looking at how we move into the Fall’s Annual Giving Campaign . . . Capital Campaign is “on pause”. Pressing ahead with the Master Plan group, working with the excellent feedback received from the congregation. . . A few campaign gifts have already been received. . . We want to keep momentum going, even if the Campaign is moved out a couple of years. . . Meetings this week regarding Calvary’s worship space. Special thanks given to David Lusk for his Campaign work, and who also encourages us to keep moving forward.

Senior Warden Report

Kim

- **Gifts for Calvary's Twelve Graduating High School Seniors** – Discussion of Calvary notepads – design by Robyn Banks posted on Basecamp for Vestry review. May add “Class of 2020” to top of pads and will include Calvary ballpoint pens. Two per graduating senior. Gabbie Munn, Director of Youth Ministries, is assembling gift baskets for each Senior. . . Laura suggested also ordering extra notepads (without “Class of 2020” notation) that can be available as gifts for speakers and others.
- **Vestry Buddies** – Partnerships between Vestry members and Clergy / Staff will continue, with new assignments being made for new vestry members. All are encouraged to touch base, as you can, in these challenging times . . . Get to know one another, and find out how Vestry members can help staff / clergy partners.
- **Brainstorming of Additional Vestry Activities During COVID Period** . . . Shared ideas: Mailing sermons to those without internet access; continuing calls and emails (as you can) to those on Vestry Call List; Spread the word for the needs of our homeless community (posted on Calvary Works FB page and Calvary website). . . . Additional ideas will be shared on Basecamp.

Meeting adjourned 7:20 pm.

Respectfully submitted,

Madge L. Deacon
Vestry Member