

**Vestry Meeting Minutes**  
**August 18, 2020**  
**Via Zoom**

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

**Vestry Members Absent:** Ginny Strubing

**Clergy Present:** Scott Walters, Amber Carswell, and Paul McLain

**Others Present:** Julie Bethell, Steve Smith

**Call to Order:** Scott Walters called the meeting to order at 6:03 p.m.

**Prayer:** Bailey Fountain led us in prayer.

**Approval of Minutes:** Scott Walters

July Vestry Meeting minutes were approved with one correction to be made: Edwin Thorpe was present for the July meeting. Julie Bethell will make this correction to July's minutes and will post the corrected July minutes to Basecamp.

**Financial Report:** Steve Smith

Steve Smith posted the July Balance Sheet and Revenue and Expenses Report Summary on Basecamp. Tony Graves also posted his July financial report on Basecamp.

Steve Smith reported that our pledged and unpledged donations are great. A \$50,000 donation was made to Calvary in July, along with several other large donations. Our expenses are on target; our investment in sound system technology increased the "worship" line item. Two Endowment payments occurred in July (for both July and August), increasing that sum for the month of July. The \$202,000 PPP money we received has not been included in the income statement; it is technically an SBA loan, so it is currently listed as an asset in the cash balance sheet and a corresponding liability. We will be submitting an application for forgiveness of that loan (through our lender, 1<sup>st</sup> Horizon), and our loan should be 100% forgiven because we used all of the PPP money for allowable payroll expenses. Once the PPP loan is officially forgiven, we will flow the entire amount through the income statement.

The Financial Report was approved by the Vestry.

**Rector's Report:** Scott Walters

Approximately 200 of our homeless neighbors were assisted on Sunday at our homeless ministry, with food, clothing, etc. This past Sunday, Covid-19 testing was also available.

Calvary Place currently has between 40-45 children. That number will decrease later this month as the older children leave Calvary Place to begin preschool elsewhere. Calvary Place reached out to us recently to ask if our current deadline of summer, 2021 (for them to find alternate space) is still our deadline. We responded yes. Calvary Place is currently pursuing several possibilities for downtown space to move into, including St. Patrick's and 1<sup>st</sup> Methodist.

Robyn Banks recently received two awards at the Episcopal Communicator Conference. Please show thanks to Robyn for the wonderful job she is doing with our communication during this pandemic, including her work with livestreaming our services.

Our architects' work on the Master Plan has been put on pause, but Scott Walters and David Lusk met with David Dando, who will be serving as our client representative when our project moves forward. David Dando, who goes to Holy Communion, is working on soft estimates based on the architects' renderings for our Master Plan. We will then take these soft estimates to Meg and Scott Crosby and discuss the Capital Campaign.

Our recent outdoor Sunday service at the Metal Museum was a great success. We have no plans to hold the service there every Sunday; it took lots of work for lots of people. But as we begin to physically come back together, some gatherings will likely be in open spaces.

A Sunday evening service at the Madison Ave. pocket park is being planned for after Labor Day.

Beginning after Labor Day, we will be offering prepared takeaway meal orders (cooked by Mary) on Wednesday evenings, for households to preorder and pick up between 5:15-6:15 p.m. at Calvary Park on our corner.

Kristin Lensch is working on finding ways for children to sing (at great distances) on Wednesday evenings.

Scott Walters will hold a Rector's Forum with guest Micah Greenstein on Sunday, August 30<sup>th</sup> at 9 a.m. via Zoom. Topic: keeping Sabbath in the time of Covid.

We continue to brainstorm about how to bring some normalcy back to our lives.

**Children and Family Ministries Update:** Amber Carswell

Amber and Gabby Munn are temporarily taking on the duties of Hilary Chipley until a new director is found. Hilary has resigned from her position as Director of Children and Family Ministries due to her mother's illness. Amber sent an email today to parents and their children, asking them to write Hilary and Tom a note or a drawing and send it to Calvary. Calvary will gather all the notes/drawings and send them to Hilary and Tom.

Amber has had three meetings with various groups of parents to ask what is needed and to get ideas of how to minister to, and connect with, our children during this time. More Zoom time is not needed, since many children will be on Zoom for school already.

Q: How can we bring formation into the home until we can return to church?

Ideas: provide parents with Sunday School curriculum and provide children with a bag of activities every week, ideally handed out on Wednesday evenings. Each week, there would be approx. eight activities that relate to the week's lectionary. The child could choose any/all of the activities they find interesting. Each child would have a booklet and would receive a stamp for each activity completed.

**Annual Giving Update:** Kim Kitterman

The Annual Giving Campaign committee's first planning meeting was held July 29. Kickoff is planned to occur on or around Sunday, Oct. 4<sup>th</sup>. During the fall, Calvary members will tell their stories, as usual, but not from the pulpit this year. Instead, those stories will be told via video, the Chronicle, etc. An outdoor service is planned at St. Columba on November 1<sup>st</sup>, consisting of a 10 a.m. outdoor service and lunch at Gates Pavilion. Scott Walters and Margaret McLean are working with Brad Thompson, St. Columba's director, on safe spacing of attendees. The Annual Giving Campaign will wrap up 1-2 weeks after the St. Columba service. This committee meets again before our next vestry meeting and Kim will have more to report.

**Calvary Park Update:** Laura Trott/Scott Walters

Laura reported that the group created to help make low-cost, temporary plans for Calvary Park has met once via Zoom. Laura noted how many creative, visionary ideas were discussed at this great, diverse group of people. Discussions at the group's meeting included possible removal of the berm and concrete barrier that currently block the corner from the church visually. Brett Norman and Mike Hammond had lots of ideas of creative, sensible, flexible ways we could use the space as we experiment with events and ideas. By seeing what works/doesn't work and how the park is actually used when we try out our temporary ideas, we will have better insight into what will work best for our permanent planning. Scott hopes to hear back from Brett and Mike with some sketches in the next few weeks.

**Vestry Nominations Update/Brainstorming:** Kim Kitterman

Kim posted on Basecamp relevant bylaws regarding eligibility requirements for vestry members.

Members rolling off: Kim Kitterman, Heidi Rupke, Edwin Thorpe, Madge Deacon, John Webb.

Breakout session question: what qualities, gifts, talents, and experiences do we need at this time on the vestry?

Ideas reported from all groups: facilitator; big picture planner; health care professional; long-term/lifelong Calvary member with deep knowledge of Calvary's history; educator/someone who can speak to and motivate kids; legal experience; creative/innovative thinkers; expertise in areas of Master Plan; diversity; technology background/innovator; administrator; parent of children at home; someone attuned to differently-abled persons and their needs; finance/nonprofit experience; 8 am service

parishioner; young adult; business background; someone who can brainstorm how to bring new online participants into congregation as we begin to come back together physically.

Please be thinking of parishioners to nominate, and send Kim Kitterman names in the next two weeks.

Scott noted that we can contact Ebet or Robyn to request a PDF version of our church directory with names and photographs.

**Adjournment: Scott Walters**

The meeting was adjourned at approximately 7:20 p.m.

Respectfully submitted,  
Julie Bethell, Clerk