St. Brendan the Navigator
Minutes of the Vestry Meeting
July 10, 2020

Present by ZOOM video conferencing: Lis Ingoldsby, Josephine Jacob, Bill Scaife, Miriam Antich, Meg Graham, Barbara Kourajian, Tom van Buren, and Pastor Elaine Hewes.

Also in attendance: Pete Dane

Pastor Elaine Hewes called the meeting to order at 10:04 a.m. and read the text of the hymn "God of Tempest, God of Whirlwind" as our opening prayer.

Review and acceptance of June 19th Meeting Minutes

Bill moved to accept the Minutes of the June 19th meeting; Lis seconded the motion. The motion passed.

Finance & Stewardship Ministry

Review of June Financials

Bill reported pledges dropped quite a bit from $8,250 in May to $3,100 in June. He hypothesized we had a surge in May due to the article in the newsletter and said reminders in the newsletter are effective. He noted we are still significantly ahead of the budget -- the budgeted amount for pledge income is $52,000; we have received $59,000. He said our expenses are under control – we are around $7,000 to the good.

Bill recommends we have a notice about keeping current with pledge payments in the newsletter twice a month. Other ideas were discussed: a weekly reminder, a plug at the two-part Annual Meeting, a monthly feature in the newsletter showing where the money is going, and a suggestion by Pastor Elaine that we mention it on Sunday at the time when the offering would be taken. Carolyn Mor has dropped off pledge statements that will be sent out as another reminder.

Follow-up items from the May 19th Vestry meeting

- Diocesan Paycheck Protection Program (PPP) grant

Lis stated we have received $3,500 as a PPP grant. She asked if we need the grant or do we return it to the diocese. Funds returned by congregations will be added to a pool of money which will be offered to needy Diocese of Maine churches, Jubilee Centers and Camp Bishopswood to help cover July 2020 pay and benefit costs.

The Finance Ministry discussed this and a majority of the Committee voted to return the money to the Diocese. Lis moved the Vestry agree to return the money to the Diocese. Meg seconded the motion. The motion was approved.

- Update on Fidelity accounts

Meg said we still have our money in premium money markets. The Endowment Committee was wondering if it was wise to invest in conservative growth options at this volatile time in the markets. Another consideration is going into some short-term

bonds. The Committee hasn't discussed this yet.

2020 Stewardship Campaign update

Pete reported the Stewardship letter has been drafted. Skip and Diane Greenlaw will chair this year's committee which also includes Judy Miller and Pete Dane. There was discussion on when the Stewardship campaign should be launched and we decided the July 26th Annual Meeting would be an appropriate time. The letter would go out (via USPS) around that date and it was suggested the Stewardship Chair say a few words at the Annual Meeting.

COVID-19 Task Force and Worship & Music Ministry Update

Pastor Elaine reported on the COVID Task Force meeting on July 7th which was mostly devoted to discussing the hoped-for return of in-person worship on August 2nd. This date is contingent on a number of things including a new set of guidelines coming from the diocesan office today.

Pastor Elaine said we are going to try a hybrid service: We will still be using Zoom in the way we are accustomed to, but for those who would like to gather, they can come to St. Brendan and become part of the Zoom experience like they would at home. The service will be projected on the wall and the priest/lector/readers (if they are in attendance) will be using a computer behind a plastic barrier. The only change is that for those who gather, they will follow all the protocols we have in place: masks on, social distancing, and doors open. Those same folks will be responsible for sanitizing afterwards. Elaine mentioned that after the service, those gathered would have an opportunity to have elements consecrated (each individual brings his/her own), so they could receive Eucharist.

This hybrid model will be an experiment for the first three Sundays of August. Pastor Elaine will be in attendance all three Sundays. In the next newsletter, she will remind our congregation that high risk groups are still encouraged to stay home. Elaine noted this is very much a decision in process, so if between now and August 2nd it becomes clear this is not wise, we will amend the decision. She said we are doing everything in a very conservative fashion.

Ministry Updates

Buildings & Grounds:

- Roof estimates: Jo reported we are getting close to going ahead with Horch Roofing; they have the capacity to do the job in a timely fashion. Meg mentioned the added benefit that this is their business, this is all they do. A metal roof is not an option at this point for a number of reasons. Jo is addressing some problems with the gutter.
- Booster for internet service: Both Jo and George Pazuniak are exploring this. George will bring his booster in for a trial. It is doubtful the booster will improve the capability of what is coming into the building.

Outreach: Tom said the Ministry met on July 1st. The Annual Report shows all the gifts to date -- $4,036 has been given to various organizations. Tom mentioned a number of in-kind efforts: Simmering Pot and the Baking Train. He said Outreach has about $3,500 in their regular budget to spend plus additional funds designated for food. Outreach hopes to solicit input from the congregation at the July 19th Parish Forum on what direction Outreach should take going forward. Their gifts have centered around food security, homelessness, and race (the WIN-Bangor program).

Meg asked if part of Outreach's job could be making the congregation more aware of organizations we can also contribute to. She suggested being more proactive with information to inspire our parishioners to give as well. She emphasized giving money where we know it will be effective especially at a time like this. The Vestry agreed we need to get the money out the door rather than having the money sitting in our bank account. Tom said he sees these funds being dispersed in August and September.

Jo mentioned the idea of having some "in-reach" – she asked what type of cross - fertilization can we have between our book discussions and Outreach. Elaine elaborated on this by suggesting we take the threads of what we are learning and seeing how they connect with the work of the congregation. Miriam offered thanks to Ann and Tom van Buren for the wonderful job they have done with the Outreach Ministry.

Tom also mentioned the paintings of Susan Mangam (which are stored in his basement) and the idea of selling them with the proceeds going to Outreach efforts. The paintings range in price from $1,300 to $2,200. Outreach is considering a virtual/online showing that could possibly lead to a silent auction. Other ideas: a dedicated page for them on the website and the possibility of private showings in the parish hall.

Pastoral Care: Pastor Elaine is trying to visit everyone in the congregation this summer. She has reached out to Diane Greenlaw and Carolyn Mor to ask how she can be a link in the chain.

Education & Spiritual Development: Miriam commented we are in the midst of all types of activity. The *Anger and Forgiveness* book study is finishing this week, Joan Maxwell's series on spiritual Bible reading started this past Monday and the Howard Thurman book group begins next week. Miriam said their ministry needs to meet again to see if there is interest in doing the *Sacred Ground* curriculum. She suggested perhaps they could help Woody Osborne facilitate this series.

Welcoming & Hospitality: Miriam mentioned they are in waiting mode until we open the building. They are willing to help mark out 6-foot social distancing spaces and possibly help with temperature checks when we resume worship. Members are participating in the COVID-19 Task Force meetings.

Annual Meeting July 26th and Parish Forum July 19th

- Constant Contact special message: An email will be sent on July 13th with the

Annual Meeting reminder, a copy of the Annual Report, and a copy of the proposed bylaw changes.

- Lis and Pastor Elaine will draw up an agenda for the July 19th meeting.

- Review of proposed Bylaw changes: We spent considerable time reviewing the latest draft of revisions to the Bylaws. Lis moved the Vestry affirm the changes we made today and move them forward for the parish's consideration; Miriam seconded the motion. The motion passed. Lis reminded us that whatever is proposed needs to be run by the Diocese for their review and blessing. She will type up the revisions and circulate to us and will have a conversation with Pastor Dufresne about these changes.

- Vestry transition: Lis thanked everyone for a great year. She mentioned we need to think about passing information and responsibilities on to incoming Vestry members. Each outgoing Vestry member should have a conversation with their new incoming person.

Pastor Elaine said Lis's leadership this year has been astounding. She remarked it has been such a significant gift for her to have someone available for conversation. She also offered thanks to the other outgoing Vestry members: Josephine, Miriam, and Barbara.

Lis noted the work of Pastor Edward Dufresne. She said Edward has been a leading force, a mentor for her as well as a mentor for the Vestry and Parish. Lis offered a true vote of thanks on her part and the Vestry's for all that Edward has done.

Other Business

- Ongoing Ministry consultation with Pastor Dufresne: Lis said Pastor Elaine will finalize an agreement with Pastor Dufresne. Elaine will have it by Monday. It will be similar to what we already have but with a title change.

- Personnel update: Pastor Elaine has a signed document from Anna Edgerly-Moore confirming her accepting the Administrative Assistant position until September.

- Ready by 21 proposal: The Ready by 21 group is requesting use of our parish hall occasionally on rainy days. The request received an affirmative response from the Outreach Ministry. The COVID Task Force also gave an affirmative response with the caveat that someone from Outreach be present when the group is there. Miriam moved the Vestry approve this proposal of Ready by 21 to use the hall on rainy days. Tom seconded the motion. The motion passed.

We closed the meeting by reciting the Prayer of St. Brendan together. The meeting adjourned at 12:02 p.m.

Barbara Kourajian,
Clerk

MINUTES OF VESTRY ACTIONS AND MEETING

Vestry Actions taken since Annual Meeting:

1. Appointed Judy Miller chair of Finance Committee
2. Appointed Gift Acceptance Committee consisting of Elaine Hewes (ex officio), Bill Scaife (ex officio), George Pazuniak, and Woody Osborne
3. Appointed Allen Downs to serve a three year term on the Investment Committee
4. Ratified the continuation of the Audit Committee consisting of Luke Williams, Kathy Burton, Martha Dane and Allen Downs
5. Approval of minutes of last Vestry Meeting

Addendum: August 11, 2020. Pete Dane, taking over as Senior Warden, notified the vestry via email, of the need to fill a vacancy on the Personnel Committee. The requirement for this slot is that it be a non-vestry person. Vestry members made suggestions in rank order. Pete announced to vestry on August 18, via email memo that Peter Tarlton had consented to serve on the Personnel Committee and asked the clerk to make note of this as addendum to July Vestry minutes.

Duly submitted,
Curtis Flowers, Clerk
8/18/2020.