**Church of the Advent • Vestry Minutes**

Incorporated July 30, 1919

2366 Kemper Lane • Walnut Hills, Cincinnati, OH 45206

July 21, 2020, @ 7 PM - ZOOM Virtual Meeting

Because of the current pandemic Coronavirus (COVID-19) this Vestry Meeting was held by virtual conferencing via Zoom.

The meeting was chaired by Amanda Geracioti, Senior Warden, and hosted (technology) by Chip Carson.

**Present:** Rev. Stacy Salles, Amanda Geracioti (Senior Warden), : Michael Handley (Junior Warden)

Chip Carson (Treasurer), Paul Leffler (Technology), Paul Keller ( Secretary), Tom Cunningham,

**7:00 – 7:05 Prayer -** Led by Rev. Stacy Salles for the last time.

1. **7:05 – 7:10 May’s Vestry Minutes** – Paul Keller

Minutes were presented, read and corrected; Tom made motion to accept, Paul L 2nd, motion passed unanimously.

2. **7:10 - 7:15 Open Door Report COVID-19 Status**

• JoAnn will be on vacation starting July 22

• JoAnn and John’s hours will increase. They will be here MWF 8-12

• A scam was attempted, but John caught it in time, and the Bank made it good.

3. **7:15-7:25 Financial Update** - Chip Carson - Please see Chip’s handouts for full report

• Income: Projected $31,000 Actual $ 15,358 Variance -$15,642

Expenditures: $31,000 35,220 -$ 4,220

• Small Business Administration PPP for a Grant of $61,589

- money is being used for salaries, benefits and utilities; which gives us about a month and a half left

- rumor is that this loan will be forgiven

• Endowment dividends have increased

• Bank Account is down because of $8500 for Mission Share

• We still have $2419 in checking

4.**7:30 Building and Grounds** - Michael Handley

• Bulbs in outside lights need to be replaced. Homeless are using side of building and defecating which could

lead to health issues.

5. **7:32 Transition**

a. Administration - Cathy will work Wednesday 8-12

- Tammie will work on website changes

- Paul L. will take care of Facebook

b. Security - Ed

c. Counting - Chip will create e-giving and contributors lists, and be in charge of counting.

d. Grounds keeping - Bench - Fred and Kate @ Renaissance Garden Ornament (Oakley) will take place bench

Tree Trimming - Michael

Maintaining the Gardens - Amanda said she would contact Civic Garden Center of

Cincinnati to see if there is a program which could help us

maintain our gardens esp. the butterfly garden and plan the

area by the cross and sitting area.

Keeping the outdoors clean (doggy duty) - Tom Cunningham will touch base with Ed to see

if he is interested in exchange for a March of Dimes donation

e. Building Maintenance - IGS Energy will be contacted re lighting

f. Communication

It was not recorded at the time, but I think it important to note an email sent out by Rev. Stacy through Cathy

on June 18, 2020, about getting a new email account and iCloud access. Both Michael and Chip commented, but

I’m not sure if there was any follow up. The importance of the iCloud account was that it stored Advent’s

important documents, like my Vestry minutes [checking to see if you read these].

g. Worship - Zoom account for Advent needs to be set up.

- Rev. Stacy renewed only Advent’s Right Song Account because she felt it offered enough choice and it

was easy to work with.

h. Connections - Things Rev. Stacy said she’s leave

- There will be a notebook re: maintenance of the building, manuals for equipment, etc.

- Keep in contact with Cincinnati Boys’ Choir - great way of making people aware of Advent

8. **8 Motion to Adjourn** - Tom, Paul L. 2nd

Next Meeting Date: Aug 18, 2020

Submitted Paul J Keller Aug 11, 2020

Let the words of my mouth and the meditation of my heart  
    be acceptable to you,  
    O Lord, my rock and my redeemer.