

**Approved Minutes of the Regular Vestry Meeting
June 23, 2020
Trinity Episcopal Church – Mobile, AL**

The Regular Meeting of the Vestry was held virtually via GoToMeeting on June 23, 2020. Voting Members present were Mary Stewart Stephens, Anna Lisa Tessier, Mike Cadden, Bob Howard, Daphne Marcum, Carolyn Watts-Smith, Allison Castle, Jill Creel, Chris Gill, and Kate Flukinger; also in attendance were the Very Rev. Johnny Cook, Deacon Terry Goff, and Brother Jacob Luke. Marie Lacy and Jameson White were not in attendance.

Father Johnny opened the meeting in prayer. After reviewing the Minutes of the Regular Meeting held on May 19, 2020, Mary Stewart Stephens moved to approve the Minutes of the Regular Meeting as submitted, the motion was seconded by Daphne Marcum, and the Minutes of the Regular Meeting were approved by unanimous vote.

Finance Report –Chris Gill

- Pledges for May were in line with budget. Plater offerings continue to drag, for obvious reasons, leaving us at around \$4600 behind budget on plate collection. We are almost \$13K behind on pledge payments. PPP loan proceeds were used starting in May, so cash flow is ok. Loan proceeds are skewing the budget until the loan is converted to a grant.
- Kathie Wall will be resigning in August after many years of service to the church. Finance committee will submit a proposal regarding next steps, either hiring another financial secretary or contract services.
 - o Mike and Laurent Cadden will propose a way to honor Kathie’s service in light of social distancing.
- Organ repairs
 - o Termites damaged electrical contact in pipes and pipes must be screened to protect from future damage.
 - o Cost estimate comes to \$17,575.34. We currently have roughly \$7K of that, but staggered payments gives us time to raise the money. Insurance will help cover damage from lightening, but not damage from termites.

Deacon’s Report – Terry Goff

- Juneteenth Prayer Vigil sponsored by the Racial Reconciliation Commission is available on the diocesan website for all those who were unable to attend.

Property Report – Mike Cadden

- Several repairs are needed, for which we have estimates:

- Repair leak in Great Hall - \$1200
- Maintenance on flat part of roof - \$1800
- Money exists to pay for the expenses, but the budget does not reflect that because of the manner in which the HVAC was accounted for in the budget. Bob proposed that we make the repairs as soon as funds are available and that the vestry consider the maintenance item in July. Chris Gill will confirm with Martha Jones that cash is available for the repair.
- Amos has been pursuing a quote (approximately \$1300) for running sound and video to the Great Hall for social distancing services. Jacob may have a solution that is more cost effective. Item postponed until plans for reopening are firmed up.
- Tom is in the process of getting the title for the van, at which point the van will be removed from the property.
- Water oak on back of property appears to be rotten and needs to be taken down, but not an emergency item.
- Water line has been run to the garden, thanks to all volunteers who came out to help install!
- Youth will be helping with a property cleanup on Saturday.
- Plaque for memory garden has been received and will be mounted soon.

Warden's Report – Bob Howard

- Search Process update - church profile is available on the church website.
- PPP Loan paper work is in process.
- David Clothier will be ordained into the diaconate this weekend. Bob will look into a gift from the parish to commemorate ordination.

Reopening Church - Father Johnny

- Midtown and downtown parishes are continuing virtual service, while others in the area have reopened. Parishes that have opened have seen decrease in attendance and some are reverting back to virtual worship.
- We have still not met the reopening standard of 14 consecutive days of decreased cases. A discussion of local projections and how the church can proceed ensued. Several vestry members expressed concerns about reinstating in-person worship, citing growing case numbers and increased risks for vulnerable populations.
- Need for online giving options was discussed. Carolyn Watts-Smith will follow up with Kathie on Paypal options. Brother Jacob has been researching online giving options, some of which are promising. Proposal forthcoming.

With no further business, the meeting was adjourned in prayer.

Respectfully submitted,

Kate Flukinger, Clerk

Meeting Addendum: Organ Repair Update

With several vestry members expressing financial concerns over moving forward with the organ repair at this time and after consulting with Jeremy Adcock and Mark Hayes as to any adverse effects delaying the needed repairs would have on the organ, Bob Howard emailed the vestry on 7/7 to table the issue until the church is more financially secure.

Pricing of the Organ Pipe Cleaning and Repair

Thank you for your call yesterday regarding the pricing of the organ pipe cleaning and repair. I'll see if I can clear up the timeline.

1. All invoices will come from Hayes Pipe Organ Svc., Inc. The pipe shop will be billing me for their work according to the attached document entitled Quote, dated 3/12/2020 (revision noted by the date).

2. Payment schedule:

-Invoice \$4490, which you have is for installment No. 1 to A.R. Schopp, which includes shipment of the crates from Ohio to Mobile.

-Once the crates are manufactured and returned to Mobile in a few weeks, I will return to Mobile to remove, pack and ship the damaged pipes. I will submit an invoice from Hayes Pipe Organ Svc., Inc, in the estimated amount of \$2027.67, which includes labor, mileage from Birmingham, lodging and expenses, and any supplies needed for packing the pipes.

-As Schopp begins work on the pipes, in an estimated two months, installment No. 2 will be due in the amount of \$3490.00.

-Once work is completed at Schopp, in an estimated five/six months, installment No. 3 will be due in the amount of \$3490.00. There should also be a charge from Schopp at this time for the return shipment, which I'll estimate at \$1000, similar to installment one.

-When the pipes arrive in Mobile, I'll return to add screen caps on the resonator tops, install, tune. We'll also plan to touch up tuning on the rest of the organ while we're there. My final invoice will be sent in the estimated amount of \$3277.67.

The only figures that are difficult to estimate will be related to the shipping costs as the crates have to be weighed once packed.

The estimated total is \$17,775.34.

Please let me know if I can provide additional information.

Regards,

Mark

Hayes Pipe Organ Service, Inc.

1187 Grants Way

Birmingham, AL 35210

205-527-7797

www.hayespipeorganservice.com

Pricing of the Organ Pipe Cleaning and Repair		
Expense	Amount	Date
1. Initial Payment A. R. Schopp	\$ 4,490.00	now
Includes Shipping of crate from Ohio to Mobile		
2. Hayes Pipe Organ Srv, Inc – Packing Pipes for Shipment	\$ 2,027.67	07/01/20
3. 2nd Installment A. R. Schopp	\$ 3,490.00	09/01/20
4. Shipping cost From Schopp to Mobile	\$ 1,000.00	09/01/20

5. Final Invoice from A. R. Schopp	\$ 3,290.00	02/01/21
6. Hayes Pipe Organ Srv, Inc -- Reinstall and tuning	\$ 3,277.67	02/15/21
TOTAL	\$ 17,575.34	

Email from Bob Howard, 7/7/2020

Dear Members of the Vestry,

During the last Vestry Internet Meeting on June 23rd, we reviewed a synopsis of proposed repair expenses for the organ resulting from a lightning strike in late 2018 and bug infestation in 2019. I did not call for a vote on the matter since we had discussed the damage and anticipated repair expenses during five regular Vestry Meetings in 2019.

Since that meeting, some members of the Vestry and Finance have expressed financial concern about the project at this time. After consulting with Jeremy Adcock, our organist, and input from Mark Hayes, the organ repairs specialist, this project will be tabled at this point. The delay is not expected to cause significant additional damage to the organ, and any extra repair work is expected to be minimal. At some point after we resume a more normal level of operations and our financial confidence is more secure, these repairs will be brought up for consideration. In the interim, the insurance proceeds already received for the lightning damage will be retained and additional contributions may be solicited to cover the other costs of repairs.

If you have any questions or suggestions about this matter, please do not hesitate to contact me.

The Peace of the Lord be with us all,

Bob Howard
Sr Warden

Dandridge Roofing  Carpenter, and Metal Construction

3171 Ralston Road

Mobile, Al 36606

(251) 751-9208

Dandridgeroof2012@gmail.com

June 22, 2020

Trinity Episcopal Church

1900 Dauphin Street

Mobile, Al 36606

I, Jeffery Dandridge will be conducting the following repairs at the above address
the job will consist of:

- A. Repair roof leak where water is coming down the wall.
- B. Sealing around all penetration, lap, and vents.
- C. Install roof coating on the wall area.
- D. Removing and hauling away all debris from the above property in the amount of \$1,200.00.

Contract _____

Date: _____

Jeffery D. Dandridge

Thanks for your business