

**Approved Minutes of the Regular Vestry Meeting
Tuesday May 19, 2020
Trinity Episcopal Church – Mobile, AL**

The Regular Meeting of the Vestry was held virtually via Google Meetings on May 19, 2020. Voting Members present were Marie Lacy, Anna Lisa Tessier, Jameson White, 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. Mary Stewart Stephens was not in attendance.

Father Johnny opened the meeting in prayer. After reviewing the Minutes of the Regular Meeting held on April 28, 2020, Chris Gill moved to approve the Minutes of the Regular Meeting as submitted, the motion was seconded by Mike Cadden, and the Minutes of the Regular Meeting were approved by unanimous vote.

Finance Report – Martha Jones via Chris Gill

- Parish has experienced a \$12K+ shortfall of income for Q1 because of missed pledge payments and absence of plate offerings. To address this concern, an announcement will be placed in the visitor reminding congregation of importance of and alternative methods for giving while the church is closed.
- PPP funds have begun to be used to pay for salaries and utilities. Martha Jones and Kathie Wall are reviewing forms that need to be completed to ensure loan compliance and forgiveness. Forms will be submitted in June.
- Financial considerations regarding search process, i.e. what kind of financial package we can offer a new priest
 - o Finance committee considered three options in listing compensation in parish profile: a fixed, specific salary (nonnegotiable), a range of possible salary, or no mention of a specific number (negotiable). Search committee agreed that offering a salary range was best option.
 - o Diocesan salary guidelines for a priest with 5+ years of experience are 61K. We were previously paying almost 50% more than that amount. This number includes salary and housing allowance, not insurance and pension contributions.
 - o Committee recommends offering a range of 62K – 78K. A discussion ensued, followed by a motion from Bob Howard to reduce the upper range of the offer from 78K to 75K. The motion was seconded by Anna Lisa Tessier and was approved by unanimous vote.

Deacon's Report – Terry Goff

- Volunteers of America is offering grants of up to \$500 per family to help alleviate financial strain during Covid-19. Trinity would act as the sponsor of the grant for any families who approach the church office or food pantry with a need and Jacob will place information regarding these grants in the newsletter.

Property Report – Mike Cadden

- Amos has found a small hole in the ceiling of the sanctuary that will need to be repaired. Committee is researching how best to address the issue, in the meantime the birds have returned.
- There are signs of rotting at the bottom of the columns supporting the covering leading down to the basement that will need to be addressed.
- Two trees (a satsuma and a lemon) have been contributed as part of the Celebration of Creation program of Diocesan Jubilee Year agenda and will be planted in the church garden May 26.

Warden's Report – Bob Howard

- Re-entry Guidelines – reentry to the sanctuary is contingent on 14 days of consecutive downward trending case numbers via official public health data. Additionally, a plan must be developed and approved by the Bishop before reentry. Committee to form within 10 days to develop plan.
 - o With a limit on numbers in the building, will attendance be first-come-first-served?
 - o Will we continue to live-stream?
 - o How can we bring communion to shut-ins?
- When we return, the service will likely be shorter and will observe the following criteria:
 - o Social distancing -- members of a household may sit together, but households will have to observe 6' distancing from each other
 - o Masks will be required coming in and going out AND during congregational responses AND when moving to and from the Altar rail
 - o Congregation will not sing -- any choir members that are called upon to sing will have to observe 15' of spacing
 - o Communion will be in one kind only -- the small wafer
 - o The Exchange of the Peace will be a nod (flashback to 1928 BCP)
 - o The Offering plate will be stationary rather than passed
 - o Sunday School is on hold
 - o Nursery is on hold
 - o Hospitality is on hold

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

Respectfully submitted,

Kate Flukinger, Clerk

Meeting Addendum: Love Your Neighbor Banner

On June 6, 2020, in light of current political tensions, a motion was made via email to place a banner expressing the importance of loving our neighbor on church property. The motion was approved by a majority vote and the banner is on order.

Finance Committee Meeting
Tuesday, May 19, 2020 – 10:30 AM
Virtual Meeting
Minutes

Attendees: Chris Gill, Martha Jones (Treasurer), Michel Nicrosi, Pat Rodgers

1. The meeting was held by conference call beginning at 10:30 AM.

Financial Reports for April

Questions

2. The Committee would like to see the contributions to the Food Pantry be booked directly into the Food Pantry account and not go through the Operating Fund.

ACTION: Martha will coordinate with Kathie Wall.

Income shortfalls – specifically pledge payments and plate offerings

3. The budget sheets for April were reviewed. The Committee is concerned about the shortfall in income thus far into the year. The pledging is down \$12,000 and the plate offering had received nothing. The parish relies on the plate offerings to supplement the pledges and with our services being virtual for the last two months we are not getting the plate offerings we have budgeted. Only one pledge has been notified it cannot be fulfilled at this time because of a loss of job.
RECOMMENDATION to the Vestry: The committee recommends that the Vestry publish a letter to the parish in the “News” the week of May 26 explaining our shortfall with income and expenses amounts and ask that folks please keep their pledges current if at all possible and perhaps give more. We don’t need to wait any longer. We only have one more month left in the second quarter of the fiscal year. If the Vestry doesn’t want to draft the letter/announcement the Finance Committee will be happy to draft one.

Other sources of revenue

4. Martha recommended several sources of revenue that can be tapped for expenses as the year progresses, if needed:
 - Bailey left approximately \$2900 in his discretionary funds.
The Committee recommends using \$400 if needed and leave the remainder for the new priest (\$2500) with which to start his rectorship.
 - Trinity Cooking Team
Bradley English has asked that their fund be used for seed money for their Boston butt sales and any dinners/lunches they provide for the Parish.
 - St. Anne’s Guild
ACTION: Martha will request of Martha Fuller the Guild’s desires for the money and suggest that it may be used to meet our obligations at the end of the year if it isn’t earmarked for a project(s).
 - Youth
If still remaining at the end of the year, can be used for expenses.
 - Memorial Funds
There is approximately \$3000 in the memorial gifts fund.
The Committee recommends some of the money be given to Mike Cadden to plant trees in the Community Garden in memory of the those for whom the money was given and to celebrate the 50th anniversary of the Diocese of the Gulf Coast

ACTION: The Gifts and Memorials Committee with coordinate with Kathie to write letters to the families notifying them of what the gifts will be used for.

Status of the PPP loan

5. Chris sent the terms of the loan/grant to the Committee. We must use the fund by the end of an 8-week period (beginning the date the Parish received the funds) or it will not be a grant but a loan and we will have to repay it.

ACTION: Martha will coordinate with Kathie to make sure we spend it all for salaries by the end of the 8-week period. And begin to prepare the reporting paperwork.

Committee recommendation for the “Cash Stipend” figure on the Office for Transition Ministry “Ministry Portfolio form” for the Priest Search Committee

Background: the “Cash Stipend” is the net salary. The “Current Annual Compensation” = the “Cash Stipend” + Health Insurance + Pension Plan

6. The Committee discussed the options. We decided to give a range. We set the low end at \$62,000 (\$400 above the Diocesan minimum of \$61,600). We didn’t want to set the top end of the range too low as not to attract someone we may really want, but not too high. Realistically we cannot afford to pay what we were paying Bailey.

RECOMMENDATION to the Vestry: \$62,000 - \$78,000



**Ministry Portfolio -
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June 6, 2020

Motion to place Love your Neighbor Banner on church grounds.

Dear Members of the Vestry,

Kate Flukinger has placed a proposal for our consideration. These are trying times as we have been bombarded by crises from every conceivable corner. Our greatest strength in these times is our community -- in the unity of all its parts. As challenged as we might be by our separation, we must never cease to celebrate the joy and hope of us.

I second Kate's motion and open the "virtual floor" for discussion and vote. Please respond by Monday June 8.

May the Grace and Love of God hold us all in these days of challenge.

Bob Howard

Hi Bob,

In these times of uncertainty and unrest, we are called to walk in the Way of Love like never before during my lifetime. I am inspired by the words of bishops from around the country who are standing up for justice, peace, and loving our neighbor in radical ways and would like to see Trinity stand up for the same in our community.

Most of the rhetoric I am seeing is intended to divide us into separate camps based on specific beliefs and opinions. There are spaces where such division may be appropriate; the church is not one of those spaces. While I personally agree with and am comforted by some of the statements coming from Episcopal leadership, I imagine that some members may be wondering if there is still a place for them in the church if they do not agree with various economic, social, or political policies. Perhaps those looking for comfort and spiritual guidance in these unprecedented times may wonder if there are certain boxes they need to check in order to "fit in" with our parish.

I live off Cody Rd., walking distance from Redeemer, and am filled with hope every time I drive past this sign on their property. (Note: the picture below is not from Redeemer.) This sign is a powerful reminder that we are called to love our neighbor as Jesus loves us - without exception.

I would like to ask the vestry for permission to place such a banner on our grounds. The banners are available for purchase from All Souls DC <http://www.allsoulsdc.org/neighbor>, measure 2'x4', and are made of weather resistant vinyl. The banner we would receive would not include the light gray bar area the bottom with All Soul's information. This is not a request for funds, I would personally purchase the banner and the materials necessary to post it outdoors.

Please forward this request as you see fit, either for an email vote or as an agenda item for this month's vestry meeting. Thank you for your consideration and leadership.

Kate