

Minutes
Church of the Resurrection Vestry
May 13, 2021

In attendance: Fr. Birch, Nick Crump, senior warden, co-junior wardens Don Laufer & Robbie Forkish, Frank Koch, Treasurer, Karen Fabiano, Kim Gill, Melissa Whitten, Melissa Handley, Marsha Crosswhite, Clerk.

Guest: Deacon Lauri Watkins

I. Devotion for Evening: Fr. Birch

II. Information

a. Declaration of Quorum: Clerk confirmed quorum.

b. Approval of agenda: Agenda approved unanimously by Vestry.

c. Review of minutes - ratifying prior votes and approval by email:

Motion duly made and seconded, with unanimous vestry approval to ratify the April 2021 Vestry minutes and two votes approved by prior unanimous email vote. (For the record, these two votes are recorded in the April Minutes.)

d. Reports

i. Rector

1. **Fr. Birch** offered a brief introduction that included his preference to work by consensus when possible however, he also noted that uniquely by his role he is responsible for CoR worship and the use of the church building; Fr. Birch prefers to base decisions upon data when available. His priorities are:

a. Maintain a culture of outreach

b. Build community

c. Deepen Congregational spiritual life, both individually and as a community.

d. Future: Will emerge organically as we work together, however goals will include:

i. Expansion of outreach work

ii. Consciousness of race issues

iii. Greening of habits—minimize impact upon the earth.

iv. Plan a Vestry Retreat

v. Continue to encourage vaccinations

e. **Follow-up:** Email will be sent by Rector to Vestry members to prioritize three time preferences for Vestry meetings and to include any unworkable time slots.

ii. Sr. Warden

1. Clarified that the Priest in Charge position is an 18 month appointment during which there is opportunity for feedback by Vestry and Congregation.
2. Parish Audit: Sandi Orbell has been contacted, one other member is needed. Team lead: Robbie. **Follow-up:** Meetings to begin shortly with June 30 goal for completion of two year audit. May extend as needed.

iii. Property

1. Robbie: Property clean up event went well, well attended
2. Moss in parking lot will be monitored. **Followup:** Reassess mid Summer.
3. Broken Yurt Window: Scheduled repair May 21
4. Irrigation System: Repair being attempted, may need irrigation system overhaul. May call for bids.
5. Don: NW Siding now scheduled to paint the siding mid-June.
6. New key lock box needed, follow up planned.

iv. 6:30 Finance: Frank

1. Optimistic report: Doing very well: income 30,000 greater than budget with pledge income greater than budget.
2. EBOF grant 30,000 provides a great start to the year.
3. Rector salary line is over budget due to outgoing interim priest hours greater than planned (Easter services and Vacation hours on books greater than budgeted).
4. Reports are attached.

Motion duly made, seconded and passed with unanimous Vestry approval to accept the Finance report as submitted.

III. Discussion

- a. Outdoor Pentecost Service - Consensus on plan, and formation of team - Fr. Birch
 - i. Team assisting Fr. Birch is in place. Ushers will manage distancing, audit masking. Shade logistics are planned.
 - ii. 0930 time start.
 - iii. **Follow-Up:** To have extra masks on hand, consistent communication re. Safety expectations with this event are urged.
 - iv. Reserve front seating for the hard of hearing.
- b. Future In-person services and live streaming - Consensus on tentative plan and timeline - Fr. Birch
 - i. **Consensus of Vestry to begin a 0930 Live streaming service** planned to commence 5.30.21; pre-recorded services will end at this time. The 1100 Zoom service will continue.
 - 1. **Follow up:** Need others recruited to cross train to streaming equipment to provide coverage for Don, Nick.
 - 2. **Followup:** Lectors will be requested to come to CoR to read at the 0930 live streaming service and to continue to read at 1100 zoom service.
- c. **Parish garden** as outreach project for Food for Lane County/Sacred Kitchen—Lauri
 - i. **Follow-up:** Lauri will plan reaching out to the congregation for any Gardners who may be interested in helping with a clean up. Marsha will request Youth and Children formation director to invite families to plant and maintain the garden.
 - ii. **Consensus of vestry** to grant \$200.00 to the garden project for plant and soil purchase.
- d. **Ongoing digital strategies** - Begin to define the issue and construct committee charge - Fr. Birch, Robbie
 - i. **Follow-up:** After some discussion, the first step will be to communicate about *Realm* to the congregation—Fr. Birch will do this. Next, a subcommittee is created to form an overall communication strategy to include a digital platform among other approaches to an overarching communication strategy:

members are Nick, Frank with Fr. Birch as chair. Robbie will assist at the first meeting of this subcommittee.

e. **Parish administrator hours and responsibilities** - Gather input and refer - Nick

- i. **Follow-up:** Personnel or HR standing committee is formed to work on this and other HR issues: Melissa Whitten, Melissa Handley, Nick and Fr. Birch as chair. Immediate work of committee to include:

Janitor replacement

Music ministries

Review Administrator's hours and scope of duties.

On motion duly made and seconded, there was unanimous Vestry approval for the creation of a standing CoR Personnel Committee.

Amendment to the motion: Members approved are: Melissa Handley, Melissa Whitten, Nick Crump and Fr. Birch as chair.

f. **Diocesan Trustee Grant application and project status** - Gather input - Fr. Birch

- i. **Consensus of Vestry** to wait on grant submission due to commodities spike and now older bids which are likely outdated.
- ii. **Follow-up:** Barricade to be installed to prevent easy access to deck with signage indicating "no use/safety hazard." Junior wardens to begin an assessment of the state of disrepair, a bid to be pursued.
- iii. **Committee structure, liaisons, and reporting** - Gather input - Fr. Birch
- iv. **Follow-up:** Fr. Birch will request information from Vestry via email re. historical structure of committees and liaisons, reporting.

g. **Second PPP loan** - Gather input - Frank

- i. Frank notes May 31st deadline for second PPP loan. Discussion..

Motion duly made and seconded which passed with unanimous Vestry approval to

**pursue a second PPP loan if available and
to accept the loan if offered.**

IV. Decisions

- a. Nominations to fill unexpired Vestry term. Fr. Birch called for an executive session. **Motion duly made and seconded which passed unanimously to move to executive session.**

V. Compline led by Fr. Birch.