

**Grace Episcopal Church**  
**Minutes of the Vestry Meeting**  
**September 8, 2020**

**Special Note:** Due to the continuing worldwide pandemic of COVID-19 coronavirus, this evening's Vestry meeting took place via Zoom, with Vestry, clergy and guests connecting to the meeting from the safety of their homes by way of computer or phone connection.

**Vestry Present:** Mike Casey, Katie Compton, John Dotson , Kelly Eschenroeder, Rebecca Harrison, Mike Heyer, Chris Ludbrook, Pat O'Brien, Susie Reis

**Vestry Absent:** none

**Clergy Present:** The Rev. Todd McDowell

**Guests:** Shari Bonham, Director of Development and Ministries Coordinator; Dick Entenmann, Personnel; Betty Bowersox, Stewardship; Tim Engelbrecht, Treasurer

The meeting was called to order at 7:07.

The opening prayer was given by Mike Heyer. The opening prayer at the October Vestry meeting will be given by Mike Casey.

The evening's agenda was amended to correct the spelling on "root Out Racism", and to note that the discussion on that subject would be held to thirty minutes. Rebecca Harrison moved, and Mike Heyer seconded, that the evening's agenda be approved as amended. Motion passed.

Rebecca Harrison moved, and Kelly Eschenroeder seconded, that the minutes from the August 11, 2020 Vestry meeting be approved as written. Motion passed.

**Bishop's Message:** The Vestry discussed the lamentations portion of Bishop Johnson's *Covenant to Root Out Racism* document. The discussion will continue at future Vestry meetings.

**Five Marks of Mission:** Ministries of Governance, Administration, Stewardship and Facility: Financial Report: Tim Engelbrecht presented the financial report for the month ending August 31, 2020. Pledge Income for the month of August was \$22,293, which was \$6,593 below budget. YTD Pledge Income was \$264,636 versus the budgeted amount of \$264,344. Total Revenues for the month were \$43,404, which was \$3,729 below budget. YTD Total Revenues were \$401,101, which was \$15,453 below budget. Total Expenses for August were \$45,884, which was \$4,614 below budget. YTD Expenses were \$387,617, which was \$18,190 below the budgeted amount of \$405,807. Net Revenue for August was (\$2,480), which was \$885 below the budgeted amount of (\$3,365). YTD Net Revenue was \$13,484 versus the budgeted amount of \$10,747. Our current cash flow would cover an estimated 2.18 months of 2020 budgeted expenses. The finance committee recommends that our cash reserves equal at least three months of our yearly budgeted expenses. Rebecca Harrison moved, and Mike Heyer seconded, that the financial report for the month ending August 31, 2020 be received. Motion passed.

*Paycheck Protection Plan (PPP):* Tim will review financial data with Shari Bonham before submitting the application for PPP loan forgiveness.

*Capital Campaign Status:* Tim reported that the Our Journey Continues capital campaign fund has received about 2/3 of the amount pledged, with nearly two years left in the campaign.

*2020 Revised Year End Projections:* The Finance Committee reviewed income and expenses to update the projection of the budget at year end. The committee believes that the cost of the new streaming system can be absorbed into the 2020 budget without a deficit. Some factors that allow the cost to be absorbed include the assumption of receiving loan forgiveness of the PPP loan, and various across the board savings resulting from the shutdown of the church due to the corona virus. Another projection will be performed at the end of September.

Proclaim the Good News: Worship, Music: Father Todd reported that services continue to be recorded and are available online. The Rt. Rev. Deon Johnson will officiate at the September 13 service. The number of connections to view services on the website and on Facebook are being tracked. Church will reopen on September 20. Reservations must be made through the church office. Space is limited, but there is room for "overflow" in Albright Hall. There is a new, larger monitor available in Albright Hall for viewing the service. Masks must be worn at all times inside and upon approach to the church.

Teach, Baptize and Nurture New Believers: Invite, Welcome, Connect : Shari Bonham reported that she is working on connecting with people via weekly mailings and getting the word out on Christian formation opportunities.

Respond to Human Need, Seek to Transform Unjust Structures: Outreach Programs, Activities: Trinity Hot Lunch will be cooked and delivered by Grace parishioners on September 13. An outreach committee was held via Zoom on August 30. Funding for two new ministries was discussed.

**Junior Warden Report:** Junior Warden Rebecca Harrison reported that COVID precautions have been in place since early in the pandemic and are working well. Friday, September 11 is the tentative date for placing caps on the spire and for bringing in a load of dirt to level the ground around the spire where pavers will be laid. It was noted that both Grace and the Lab School have submitted comprehensive COVID plans to the diocese, and they have been approved by the Bishop.

**Senior Warden Report:** *Personal Calls:* Senior Warden Mike Heyer noted that the Vestry members have received new lists from which to make contact with parishioners.

**Report of the Rector:** Father Todd noted that the October 13 Vestry meeting will take place via Zoom. The equipment for the streaming system has been ordered. Tom Petrie is coordinating the installation. The Bishop issued a new 14 page set of guidelines regarding COVID-19. Masks are mandatory both inside and on the approach to the church. Meredith (Gibbons) Shadwick and her husband Michael are using the kitchen facilities to prepare food for their business, Honeybee's Biscuits and Gravy. After a thorough cleaning and re-organization of the kitchen (done by Meredith and Michael), St Louis Country granted temporary commercial grade

certification. There are a few repairs that will need to be made before regular certification will be granted. Fr. Todd is hopeful that in-kind donations will be received in return for use of the space. Outgoing Vestry member Mike Heyer will head the nominating committee for Vestry members, and John Dotson will serve on the committee. Mike Heyer will be happy to receive suggestions for potential Vestry members. Rebecca Harrison is willing to serve another year as junior warden. If anyone else is interested in the position, they should let Mike Heyer know. The Vestry will elect the junior warden after the annual meeting in January. The senior warden is appointed by the rector. Chris Ludbrook has agreed to fill the position of senior warden.

Iris Grote was welcomed over the phone to her new position as part time office assistant at Grace. Father Todd extended thanks to Dick Entenmann and Lyn Ballard for their work on the hiring process.

The evenings meeting concluded with a reading of Compline.

It was moved and seconded that the meeting adjourn. Motion passed.

Meeting adjourned at 8:51.

Respectfully submitted

Sue Nixon  
Secretary of the Vestry

### **Motions from September 8, 2020 Vestry meeting**

Rebecca Harrison moved, and Mike Heyer seconded, that the evening's agenda be approved as amended. Motion passed.

Rebecca Harrison moved, and Kelly Eschenroeder seconded, that the minutes from the August 11, 2020 Vestry meeting be approved as written. Motion passed.

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