

ST. AUGUSTINE'S in-the-Woods Episcopal Church

VESTRY MINUTES

April 21, 2021

1. Devotional *the Rev. Canon Joan Anthony*

The Rev Canon Joan Anthony led the Vestry in a reading of and a devotional on Matthew 11:28-30. She asked the Vestry, "Where do you go to find rest for your soul?" Members of Vestry, along with Canon Joan, reflected on this question, some sharing their insights aloud.

2. Call to Order *the Rev. Canon Joan Anthony*

Canon Joan called the meeting to order at 3:17 PM. Members Present: Rev. Canon Joan Anthony (Interim) Mic Kisinger (Jr. Warden), Bernie Barker, Joan Johnson, Stephen Schwarzmann, Bill Skubi. Treasurer Nancy Ruff, Clerk, MK Sandford; Regrets: Susan Sandri (Senior Warden)

3. Interim's report *the Rev. Canon Joan Anthony*

- Canon Joan reported on Easter services. She received positive comments about the outdoor service, which had 40 people in attendance, and some members have expressed a desire for more outdoor services.
- Canon Joan encouraged the Vestry and all members of the congregation to watch the Diocesan streaming service for Turtle Island presented by the Circle of Color, followed by a question-and-answer session with the Circle of Color.
- In-person worship will commence again on May 2 at 8:00 and 10:00. Dorian will be preaching May 2 while Canon Joan is on retreat.
- Music will continue at the service just as we have included it thus far, although congregational singing is now allowed. There are restrictions on congregational signing, such as the requirement that singers wear triple masks and singers must be spaced at a greater distance than is normally recommended.

- Readers in church are now taking off their masks when they read. This has gotten much positive feedback, as some have said that they have difficulty understanding readers who are wearing masks.
- Canon Joan is planning to visit with neighborhood groups who wish to take Eucharist together.
- Wednesday Healing services will continue to be live streamed.
- Canon Joan is taking a vacation week, next week, followed by a clergy retreat. For the latter she will be staying in Sequim.

4. Clerk's Report

MK Sandford

- MK had previously distributed the minutes from March 17th Vestry meeting.

MOTION: to accept the March 17th Vestry minutes as written

First: Bill Skubi Second: Stephen Schwarzmann

Passed Unanimously

5. Senior Warden's Report

Susan Campbell Sandri

- Susan's written report and attachments were distributed via email before she left town. The following items were included.
- Grocery Totes

MOTION: that the Vestry approve the purchase of 200 tote bags with the St. Augustine's custom logo at a cost of \$1.40 each plus tax.

First: Stephen Schwarzmann Second: Mic Kisinger

Passed Unanimously

- Cinco de Mayo party

MOTION: that the Vestry approve a congregational reunion/outreach party at the Dancing Fish Vineyards, Freeland, WA at a cost not to exceed \$1500 provided that the protocols follow the COVID-19 related directives from Governor Inslee's office regarding in-person gatherings/events issued and in effect on May 5, 2021.

**First: Stephen Schwarzmann Second: Mic Kissinger
Did not Pass**

Senior Warden Susan had received estimates from the Dancing Fish for the party, which would be a regathering of the congregation and a way to say goodbye to the Dials. During lengthy consideration of the motion, members of the Vestry raised concerns about the potential for COVID-19 spread and the amount of money that would be spent on this event. The prevailing opinion was that we should be mindful of our expenditures in light of our budgetary shortfalls.

6. Junior Wardens' Report *Mic Kisinger*

- Junior Warden Mic Kisinger, as Vestry liaison, reported on the work of the Profile Committee and made the following motion on behalf of the Profile Committee:

MOTION: that the Vestry approve the purchase of one year of Survey Monkey for the use by the Profile Committee and other Vestry approved committees, the cost will be \$384 for the year

**First: Mic Kisinger Second: Stephen Schwarzmann
Passed Unanimously**

7. Treasurer's Report / Finances: *Treasurer Nancy Ruff*

- Nancy financial reviewed documents previously distributed by email
- Nancy briefed the Vestry on a new long term care insurance program that our state is instituting. The program covers all employees who receive a W-2 with "retired" employees exempted. Chancellor Laura Valente will look at the new program and see if all employees are to be covered even if

they receive retirement benefits from Social Security or a pension plan Ruff will check with employees to see if they are already covered with long-term care policies and, if so, Laura will look at them to be sure they meet the requirements for exemption.

- Nancy submitted fifteen documents to apply for forgiveness of the Paycheck Protection Program (PPP). US Bank has notified us of loan forgiveness and our documents have been sent to the SBA for their approval

8. **Old Business: Vestry Subcommittees Recommendations**

- *Mutual Ministry Agreement* (see emailed document)
Canon Joan recommended that the previous MMA be suspended because of the COVID crisis. The new MMA may include 1) regathering the congregation, 2) the Search, and the COVID Tithe Distribution. Canon Joan, Treasurer Nancy, and Bernie are tasked with completing the MMA.
- ***Covid Tithe Distribution***

Joan Johnson checked into Whidbey Island Nourishes (WIN). They are still doing grab to go lunches and actively providing clothing and food to children and teens in need. Joan noted that we've scheduled them as an MSO recipient for December.

MOTION: ...that the Vestry allocate \$1000.00 to Small Miracles (Friends of Friends in Coupeville) and \$1,000 Ryan's House.

**First: Joan Johnson Second: Bernie Barker
Passed Unanimously**

- Joan informed the Vestry about work being done by Cindy Buchannan, who operates *Island Angels*, which is similar to the Garage of Blessings. She offers clothes, food, etc., which she collects through donations. She does not have 501c3 status so it is unclear if we can legally contribute to an organization that is not a 501c3

organization. This is a question to be asked of our Chancellor.

- Nancy asked the Vestry to consider making quarterly distributions. After some discussion, the decision was made to provide allocation in March. After that, allocations for COVID Tithe will be made quarterly.
- *Technology*
Stephen Schwarzmann reported that the technology subcommittee helped the Profile Committee by looking into Survey Monkey. They contacted the Diocesan Missioner for Communications.
- *Scholarship Committee*
Joan Johnson, Chair of the Scholarship Committee, reported on a recent recommendation from the Scholarship Committee.

MOTION: that the Vestry approve the Scholarship Committee's recommendation to grant a \$2000 Bert Johnson Scholarship for the 2021-2022 school year to Megan Parker."

FIRST: Joan Johnson Second: Stephen Schwarzmann

Passed Unanimously

9. New Business:

Outreach & Evangelism proposal *Bill Skubi*

- Bill gave the Vestry a progress report on his proposal, "Fishing for People" (see Vestry Minutes from March 17, 2021) He noted that it helps meet MMA Goal #1 (Evangelism and Outreach).
- Bill recently discussed the program with the Care Ministry.
- He feels another month of planning is needed to complete planning.

- Chancellor Laura Valente said it is legal to use funds as describe in Bill's proposal.

10. **20 minute conversation**

Due to time constraints the 20 minute conversation was not held.

11. **Calendar Review / Annual Calendar of Work for APRIL**

- Annual Audit (external audit every 3 years)
Nancy reported that work for the annual audit had been completed.
- Risk Management review and inventory with Chancellor and Church Insurance
- Safeguarding God's Children & People Training (every 5 years, last done 2019). Canon Joan asked if all members have taken the workshop within the last five years. She noted that the workshop is available online.
- Trash & Treasure Sale (2021 moved to Labor Day weekend, September 4th)

12. Reminders / Review

- Are we supporting our Interim enough in these high stress times?
- Do we feel our clergy could help us more with _____.
- How did we do with our 5 core values?
Reverence, Reconciliation, Compassion, Commitment, Community
- What action needs to be taken, and who will take it? Who will communicate it?

Next regular Vestry Meeting:

May19th, 2021 at 3PM

13. Closing prayer and Adjournment

Canon Joan led us in a closing prayer
Meeting adjourned at 5.28

