

**St. Matthew's Episcopal Church**  
**Vestry Meeting**  
April 21, 2020

**Vestry Members Present** – Madison Bailey, Faith Cirre, Susanne Cramer, Phil Eschels, Gaylee Gillim, David Holzknickt, Teri McDonald, Matrid Ndife, David Niehaus, Troy Petrie, Gibbs Reese, John Shelby, Cathy Sutton, Kevin Wardell and George Wheeler.

**Others Present** – Edie Nixon, Treasurer.

**Absent** – Amanda Harrity

**Clergy & Staff** – The Rev. Kelly Kirby, Rector & The Rev. Benjamin Hart, Director of Congregational Life.

**Opening Prayer** – Rev. Kirby opened the meeting at 6:15 with the traditional prayer and noted that a quorum was in attendance.

**Reading/Reflection** – In the absence of Amanda, Edie offered a brief reflection related to her viewing of past videos and remembrances of sitting quietly in the sanctuary with great joy and reverence. Kelly joined in discussing how unusual it has been to “conduct” a video service on Saturday for viewing on Sunday.

**Approval of Minutes** – The March 17<sup>st</sup> meeting minutes were approved as written. The April 1<sup>st</sup> Emergency Meeting Minutes were approved as written with the notation that Matrid Ndife was in attendance.

**Financial Report** – Edie Nixon presented the financial report indicating that significant changes have occurred due primarily to the impact of the COVID-19 epidemic.

With regards to income:

1. Several large checks were received in March.
2. Tenant income continues but regular pledge and plate offerings have decreased dramatically as members are not sending in their respective offerings.
3. Rental income is non-existent.
4. We have successfully enrolled in the PPP that will provide financial support for several different areas.

With regards to expenses:

1. While we're not “flush” with funds, we have pockets of money available for continuing operations on our current limited operating basis.

On a motion by Faith Cirre with second by John Shelby, the report was accepted unanimously.

Rev. Kirby asked for \$2,000.00 to procure additional technology (better camera) to further support the Sunday Service video program. After discussion, on a motion made by George Wheeler with second by Gaylee Gillim the motion passed. Funding will come from funds available in the Parish Programs endowment subfund.

**Vestry Check-In Call List** – Rev. Hart asked for responses that vestry members had received, the results seeming to be uniformly favorable. Consensus from discussion moved towards a) continuing with same effort and b) if there is something else we should create to further enhance our parish wide communications while, and possibly afterwards, the COVID-19 dilemma continues. During the discussion, it was noted that positive responses were received from parishioners as well as others on the Sunday video service. Another thought was to create an E-Mail blast to all members within the next few weeks.

**Charles Halton Certificate** – Rev. Kirby updated the Vestry on the continued progress of our candidate for ordination. Charles has successfully passed his ordination examination and will be moving on to the next step. It is appropriate for St. Matthew's to continue offering our financial and spiritual support. Following a short discussion and by voice vote, approval was granted to continue our support for his discernment process. A new document will be completed and returned promptly to Bishop White expressing our confidence in and with Charles.

### **Vestry Committee Liaison Reports**

- Building and Grounds – In short, the HVAC unit that serves Clingman Hall, the Choir Rehearsal Room and adjacent areas has reached its limit of service after 30+ years and either needs to be repaired or replaced. Upon further evaluation of the current equipment, our HVAC service contractor strongly recommends replacement rather than repair. On a motion made by John Shelby with second by George Wheeler the decision was made to replace the existing unit with new product, for the amount of no more than \$30,500. Accordingly three (3) proposals are being sought for replacement. The Rector and Wardens are to make the final decision on the selected contractor and product(s) with consultation with others as may be beneficial.
- Dimensions of Faith – No Report.
- Finance – no Report.
- Nominating Committee – No Report.
- Outreach – Last weekends "drive-thru" Dare to Care food distribution event was a huge success and received affirming news coverage. More church members are participating through volunteering to deliver food to those who need this support.
- Planned Giving – Will meet later in the summer hopefully after the virus threat has subsided.

- Social Justice- Will be meeting soon to review questions that have surfaced since the virus outbreak.
- Stewardship – Met recently to review general receipt of funds and to further understand that giving is way down as the result of COVID-19. Joanne has prepared a friendly reminder about continuing with pledges that will be incorporated in the first quarter pledge statement summary mailed to all pledging members. Another question for consideration, can we incorporate “gifting” within our Sunday streaming services?
- Bylaws Committee – A new section needs to be prepared and subsequently approved addressing the need/process for holding an emergency vestry meeting. David Niehaus agree to chair a small team to make this happen.

#### **Wardens’ Report –**

- Phil Eschels Senior Warden – For the current conditions we are all encountering, our parish is functioning at an incredible level. Special thanks to the clergy and entire staff for all contributing to maintain the “status-quo” as much as possible.
- Teri McDonald Junior Warden – Additional comments to the above specifically related to the physical property operation, cleanliness and the like.

**Rectors Report** – With all that has been going on within our society, how will we look and how will be practicing our faith at year’s end? Will we be able to become a group once more and how will we have changed? Sarah Bailey will be the leader for a fall visioning process with details to follow. Under separate cover, Kelly will share an article relating to same. Kelly reported that she has received a one year extension on her pastoral study project grant through the Louisville Institute. This means that Kelly’s sabbatical can be postponed until it makes sense to reschedule it.

**Compline** – Faith led us electronically and concluded the meeting at 8:30 PM.

**NOTE:** For record purposes, this meeting was held in a voice video-conferencing format (Zoom) in compliance with national regulations established by our federal government during the nationwide COVID-19 epidemic.

Respectfully submitted,



Gibbs Reese, Secretary