

St. Michael's Episcopal Church

Barrington, Illinois

Minutes of the Vestry Meeting of Monday, June 15, 2020

7:00 p.m. – Virtual Meeting

Present (Via Zoom): The Rev. Jesse Perkins (Rector), The Rev. Lisa Erdeljon (Associate Rector for Christian Education), Kirk Chan (Senior Warden – 2021), Ann Kimes (Junior Warden – 2021), Gene Dawson (2021), Bill Ferry (2021), Suzanne Fleer (2021), Michele Phillips (2021), Gwynne Johnston (2022), Cam Sells (2022), Lindsay Taylor (2022), Charley Wickman (2022), Steve Barnum (2023), Kathi Frelk (2023), Ric Lindeen (2023), David Rauschenberg (2023), John Davis (Treasurer), Craig Anderson (Clerk)

Absent: None

1. Call to Order

There being a quorum present, Kirk Chan called the meeting to order at 7:01 p.m.

2. Opening Prayer

Fr. Perkins offered the opening prayer.

3. Approval of Agenda

Kathi Frelk moved and Steve Barnum seconded that the Agenda be approved as presented. There being no objection, motion carried.

4. Approval of Minutes

Gene Dawson moved and Ric Lindeen seconded that the Minutes of the May 18, 2020 Meeting of the Vestry be approved as presented. There being no objection, motion carried.

5. Financial Report

John Davis reported on progress toward preparation of the financial statements for the year to date. He thanked Carol Hebert for her work and indicated that the May financial statements, and possibly the June financial statements, should be ready for the July meeting of the Vestry. John provided an update on pledge revenue receipts through May 31, noted that expenditures have been as anticipated, and advised that the Paycheck Protection Program is assisting with respect to employee pay through June 30.

John noted that Little Angels Christian Preschool revenue will be less than anticipated. During discussion John advised that ~\$15,000 of student enrollment fees paid for April 2020 and May 2020 has been donated back to the Preschool.

6. New Business

Salary and Hourly Employees for July – Paycheck Protection Program Covers June

The Paycheck Protection Program covering St. Michael's salaried and hourly employees continues through June 2020, but then ends. Kirk Chan advised that continuation of pay through July needs to be considered. Fr. Perkins asked the Vestry to maintain pay for salaried and hourly employees through July, and to consider pay for the Sunday nursery staff.

These requests were discussed by the Vestry, including hours needed for the Sexton to accomplish regular maintenance, as well additional cleaning to prepare the church facilities for reopening/reentry. It was noted that the Sexton performs work which goes beyond general maintenance, including some repairs that otherwise would require outside assistance.

Discussion continued regarding project needs and maintaining pay for the Sunday nursery staff. In light of the operational needs of the parish, including reopening and reentry preparations, and the availability of budgeted appropriations for payroll, there was concurrence of the Vestry to continue pay for St. Michael's salaried and hourly employees and the Sunday nursery staff through July 2020. Kirk Chan advised that the Vestry will be asked to address continuation of pay each month.

7. Old Business

Bishop's Phased Reopening Plan and Back to Church Opening Strategy fo Employees and Parishioners

The phased plan for reopening and reentering St. Michael's was reviewed and discussed. Kirk Chan noted the great work done by Cam Sells with respect to preparation of the plan document provided to the Vestry.

Fr. Perkins reported that the first worship service live-streaming went very well. All the components of the live-streaming process were tested prior to the actual service.

Fr. Perkins provided a general overview of the strategy for worship going forward, with an opportunity for any questions from the Vestry. He noted that the plan for St. Michael's, which needs to be in alignment with the Restore Illinois Phased Plan and Diocesan requirements, is a good guide and has been submitted to the Bishop's Office for review. Also, Fr. Perkins advised that St. Michael's personnel are returning to church offices.

Possibilities and options for return to in-person worship were then discussed. The State of Illinois has limited the number of persons who can gather together for in-person worship services. Conducting in-car worship services in a parking lot has not yet been approved by the Bishop. Concern was expressed that a long absence from in-person worship services might result in some persons deciding not to return even when such services have resumed.

Fr. Perkins asked if a request to conduct in-car worship services should be made to the Bishop. Following discussion, a majority of the Vestry members asked Fr. Perkins to proceed with that request. After further discussion, it was agreed that the request will indicate that communion would not be a component of the in-car worship services.

Kirk Chan asked that the Vestry start thinking about how worship might happen in Phase 4 of the Restore Illinois Phased Plan. Fr. Perkins reviewed what is allowed in Phase 3 of the Restore Illinois Phased Plan and commented on how communion might work.

8. Committee Reports

Buildings and Grounds

Bill Ferry provided an update on Buildings and Grounds activities. He reported that maintenance work at the Sturtz House is moving forward, as well as work to prepare church facilities for Phase 4 and Phase 5 of the Restore Illinois Phased Plan. Also, Cam Sells and Bill are reviewing projects for which the Sexton could provide assistance.

The Vestry thanked the Committee for the progress at the Sturtz House.

9. Rector's Report

Fr. Perkins thanked the Vestry for the opportunity to take some vacation time. He commented on development of the phased reopening and reentry plans for St. Michael's, logistical work components for worship service live-streaming, and development of response to recent events in our national life.

Fr. Perkins announced that Nancy Holmes, Parish Administrator & Rector's Assistant, is retiring at the end of June. He expressed his deep appreciation for Nancy's service to St. Michael's and noted that she will be very much missed.

Fr. Perkins indicated that there has been a drop in virtual worship service attendance. He also expressed concern about the potential for a decline in in-person worship service attendance when in-person worship services resume.

In response to information about reopening and reentry, it was suggested that live-streaming continue even when in-person worship services resume. Also, it was suggested that consideration be given to continuing to provide the Sunday bulletins in electronic format to reduce use of paper.

10. Senior Warden's Report

Kirk Chan expressed hope that St. Michael's can continue to move forward toward reentry.

11. Closing Prayer

Fr. Perkins offered the closing prayer.

12. Motion to Adjourn

There being no further business and no objection, the meeting adjourned at 8:18 p.m.

Respectfully submitted,

/s/ Craig G. Anderson

Craig G. Anderson, Clerk