

Vestry Minutes, June 25, 2020

Highlights:

- *At its regular full monthly meeting, Vestry reviewed and discussed the preliminary draft of a Building Use and Phased Re-Entry Plan to be submitted to the diocese for approval.
- *Vestry was told that a massive delivery of delayed mail had brought \$72,000 in pledge and gift checks, some of them several months old.
- *Vestry approved a motion to continue the current level of payments to nursery staff and our bookkeeper until the end of August, with payments to vocal soloists as needed.
- *After meeting weekly since early during the shut-down orders, Vestry set a summer schedule that entails meeting every other week through August.

Present: Lisa Jones, Emily Williams Guffey, Chuck Atwater, Christine Galli, Howard Matthew, Betty Warner, Anthony Estes, Denise Crenshaw, Desmond Jones, Carolyn Maher, Roger Basse, Jim Treece, and Desmond Jones. Absent/Excused: Phil Brown. Action items underlined.

Reports Submitted: Outreach, Staff, Buildings & Grounds, Finance, and Rector

Opening Prayer, led by Emily Williams Guffey at 6:05, was followed by an abbreviated **African Bible Study** on Matthew 10:40-42.

Reflection on Sam Richardson's experiences in Ghana and the U.S. This was our latest in a series of discussions of Black Lives Matter topics, drawing on a conversation between Richardson (son of parishioners Lamar and Lydia Richardson) and Conan O'Brian. Their dialog is found here: https://m.youtube.com/watch?v=CX_1-PpSm7g

The **minutes** of the June 18, 2020, check-in meeting were **approved**, with changes.

We next discussed **Building Use and a Phased Re-Entry** plan. The following individuals have agreed to join a reopening task force, led by Emily: Howard Matthews, Lauren Leney, Liza Parkinson, Jim Treece and perhaps Kathryn Treece as she's able. That group will be looking at pastoral, financial, and other aspects of gathering and using the building, and will interface with the Buildings & Grounds and Finance committees. Emily worked closely with Sarah and KaClarence to set the basic logistics of reopening. That led to a preliminary draft plan, which she passed around and plans to submit to Canon Jo Hardy on June 26 as a necessary prerequisite to having even a few people in our buildings starting in July to begin cleaning and maintenance work. The hardest part of writing that document, she said, was acknowledging that our sanctuary isn't the best spot to be using for worship gatherings, because it doesn't have ventilation. Emily: We joke about what a sauna the sanctuary is in the summer. But in terms of the virus, it's not a joke. We don't want to be in a sauna. Phase 2 allows such usage, under very specific conditions, but she expects to "protect" that usage for small, essential services such as an inurnment in the

columbarium or a very small wedding. Also, she's quite hesitant to resume communion. "As a priest, I never, ever thought I'd be advocating that we not practice communion," she said.

What's she's been hearing from parishioners and Vestry – aside from a few contrary views – is a desire to stay home, with a high value placed on protecting each other's health. In addition, after hearing that it will cost about \$2,000 to disinfect the building after each usage, the Finance Committee was more interested in using that money to strengthen relationships, and to find ways while we're out of the building to use that time to repair the building.

We're blessed with our outdoor property, and look forward to exploring how we can use it. Vestry was asked to review the preliminary plan and get back to Emily quickly with any thoughts. On behalf of the bishop's office, Canon Hardy will review it, to make sure we're thinking through everything we should. We will submit another plan in another week or two.

Before the first cleaning, a number of items need to be packed up and put away: hymnals and such from the sanctuary, items in the office, etc. Sarah is starting on that. Several Vestry members offered to help with packing or supplying boxes. Jim will drop a note to Sarah about boxes. Emily will let vestry know if there's a need for volunteers to help pack up.

Chuck: Are any of the cleaning chemicals incompatible with stained glass or fabrics? Howard: I looked up the compounds. They're not chlorine, but hydrocarbons that break up cell and virus membranes. They shouldn't react with wood or fabric, but don't work well on porous materials—better for hard surfaces, not so useful for seat cushions.

Desmond Jones said **Buildings & Grounds** is studying which projects to work on, when. Bell Tower repairs begin July 1. Pre-bid walk-throughs for the Sanctuary Floor Repair & Waterproofing will be July 8; bids should arrive three weeks later. Desmond told the security camera vendor that the upgrade could begin sometime after the first week of July. That will entail 3-4 workmen, stringing cables in the ceiling, basement and across the parking lot. After that, they will work on the server and mounting the cameras. Emily: Earliest for this work would be after the initial sanitation, which will be Wednesday morning, July 1.

The Stormwater project has faced various delays. Currently, Patrick Warner is trying to find out if we can get more assistance from the city because the cost has gone up, due to the subflooring problem. We originally got \$35K, now looking to see if we can get another \$15K. The July 8 walk-through for the subfloor also ties in to the stormwater project.

We'll be working on the hot-water heater, which is important with people in and out of the building. Then roofing: most of the committee prefers the third bid, even though higher.

The next question is when do we want to commission a B&G Master plan? It will cost about \$30K. Now or later, say 2 or 3 months down the road? No decision was reached.

George opened the **Finance** discussion by asking, "How's the cash collection business?" Christine replied, "Music to our ears," saying that with the delivery of one large batch of delayed mail, we got \$72K in pledges and gifts. Within the next two weeks, we hope to be able to run the second-quarter statements, and hope that not many people will report things are still missing. Christine also is working with Jan Weir to close out special funds and other 2018 entries, and to prepare for our 2019 audit. After that, 2020 will look a lot better, so we can move forward, away

from our expensive financial software to our newer, less-expensive software. That also will allow us to revise our 2020 budget.

We have begun initial research into capital campaign consultants, with a few folks charting the initial course of a campaign process: Jane Forbes, Seth Lloyd, Ed Maki-Schramm, David Dieter, David Perez, and George Port. They won't be the capital campaign committee, but will set up criteria to evaluate potential consultants. They hope to whittle 20 or so names down to five, whom the real committee then will vet. Also, this group will seek to look at the B&G master plan and coordinate it with the campaign. It therefore makes sense to get master plan done this summer. There is some hope that – building on our Partners for Sacred Places groundwork – we could begin the silent phase of fundraising this year, because of our building needs, etc.

Next up was the issue of compensation for Sunday-only positions. The previous motion to continue paying them an amount equal to their average monthly pay prior to the stay-at-home order was effective for 90 days, and thus expires on Tuesday. The discussion focused on Sunday-only spots. Choir season has come to an end, so those members wouldn't expect to be paid over the summer. Music Director Ed Maki-Schramm isn't setting any expectations about next fall's choir season. Also, Brendon resigned his Porter position the other day because he doesn't have transportation any more. The nursery staff have felt well supported these three months, even when we weren't in the building. Christine told the Vestry that our bookkeeper donated back what we paid her in the shut-down period, adding that the bookkeeper's help would be useful to help with the migration to new accounting software.

After further remarks, Vestry took up the following:

Motion: That we continue the current level of payments to nursery staff and our bookkeeper until the end of August, with payments to vocal soloists as needed. Approved.

On **Heritage & Member Development**, Roger will activate the shepherds this weekend, asking them to tell their flocks about Phase 2 – that we have some access to the church, but it's not totally open, and that we'll be looking for alternative forms of worship, perhaps outside. He'll encourage the shepherds to keep it upbeat. He will report back to Emily with the gist of how people are feeling at this point, or a heads-up to follow up with any individual as needed.

Clarke Mason, Seth Lloyd, Donna Gloff, Sally LePla, and Roger continue to work on the Heritage project. An invitation will urge invite people to get involved in that, by interviewing members or working on the timeline. The latter will track what has transpired in outreach, the building, education, and national and community events, over the 175 years of Christ Church Detroit. They plan to present the results virtually and via outside decorations.

In **Other Business**, Vestry agreed to an every-other-week **summer schedule**. (See below)

Jon Miller has put \$200 down to reserve a spot at a Detroit park for an August picnic. After discussion – does this fit the Phase 2 rules, and the merits of a bring-your-own-food picnic vs. an outdoor worship service -- we agreed to discuss this further at our July 9 meeting, but whatever we do will be on our property. Lisa will tell Jon Miller to get his deposit back.

Adjourned at 8:05 p.m.

Proposed Summer Schedule: All Meetings 6:00-7:30pm:

- Thursday, July 9
- Thursday, July 23: monthly reports due

- Thursday, August 6
- Thursday, August 20: monthly reports due

Respectfully submitted,
Jim Treece, secretary