

**Episcopal Church of the Incarnation
April 28, 2020 - Regular Vestry Meeting**

Location: Rectory and Zoom Online

Minutes

Attendees: Bo Simons, Bob Priestley, Connie Sinclair, Fernando Dizon, Inese Heinzl, Judy Velasquez, Ken Moholt-Siebert, Mark Neumann, Melinda Harris, Michael Del Vecchio, Nancy Wegge, Signe Sugiyama, Stephen Shaver; David Jasper, Treasurer, Kathleen Kane, Clerk.

Absent: None

Guests: None

FORMATION

Call to Order: Pastor Stephen called the meeting to order at 6:37 pm.

Opening prayer: Chaplain Bob offered an opening prayer.

Check-in: Several of those present gave a brief personal check-in.

Learning and discussion - Sources of Transformation: Stephen presented a model from the College for Congregational Development (CCD), which focuses on 4 sources of transformation in our congregational life.

Prayer & Worship: Holy Eucharist, Daily Office, Personal Prayer

Study & Learning: Mind, Heart, Practice

Action: Stewardship, Service, Evangelism

Life in Community: Conversation, Food, Silence/Listening

The vestry discussed how the model applies to / reflects the practices of our congregation, specifically during the COVID-19 pandemic.

2019-2020 MMR Goals: The vestry reviewed the 3 priority areas and related goals.

INFORMATION

Approval of Minutes: Minutes of the March 24 (public and closed sessions), March 28 (public and closed sessions), and April 5 Vestry Meetings were presented by Kathleen and approved by Vestry as written. (Moved: Judy, Seconded: Bo. Motion approved unanimously.)

Rector's Update: Stephen reflected on: 1) his experience in holding services online during Holy Week and Easter, 2) the implementation of the new Neighbor Groups initiative, 3) the website project that is being funded with the recently received

congregational development grant, and 4) the Worship Committee's recent discussions regarding how we worship when we are not physically connected.

Special Meeting: The vestry will have a special meeting on May 12, 2020 at 6:30 pm to discuss Buildings & Grounds/Property Development topics.

Standing Committee Reports:

Building and Grounds Committee: See written report.

DISCUSSION and DECISION

Appointment of Vestry Chaplains: By consensus of the vestry, Bob, Connie, Bo, and Melinda were appointed to serve as vestry chaplains. They will work together on a coordinated, rotating basis.

Appointment of Development Committee Chair: Michael and Judy self-nominated to serve as co-chairs of the Development Committee, seconded by Ken. Approved unanimously.

Treasurer's Report: David presented the March Summary Financial Report as an information item. The vestry discussed some of the ways in which we see our mission and ministry changing in response to COVID-19.

Payroll and Rental Income for May: Incarnation received a \$77,100 forgivable loan from the federal Payroll Protection Program, which will be used to pay staff (at least 75% of funds) and facility operating costs (up to 25% of funds) for 8 weeks. The specific end date allowed for expenditure of the funds requires clarification, but will run at least through May; therefore, the proposed action now is to continue to pay staff in full through the end of May. (Moved: Mark, Seconded: Bob. Motion approved 11-0-1 with Ken abstaining.)

CLOSING

Chaplain Bob offered closing thoughts and prayers.

Meeting adjourned: 9:01 pm

Next Meetings:

- Special meeting via Zoom- May 12, 2020 at 6:30 pm.
- Regular Monthly meeting - May 26, 2020 at 6:30 pm.

Respectfully submitted,
Kathleen Kane, Clerk