

St. Bartholomew's Episcopal Church
Vestry Meeting
Via Zoom Videoconference
Tuesday, May 18, 2021, 6:00 p.m.

Present

Rev. Canon Allisyn Thomas, *Associate Rector*
Costa Dillon, *Senior Warden*
Susan McCormick-Davis, *Junior Warden*
Polly Getz-Enos, *Chancellor* (joined 7:08 p.m.)
J.D. Cowart, *Vice Chancellor*
Amy Adome, *Treasurer* (left 8:09 p.m.)
Akiko Tamano, *Clerk*

Rachel Blankenship (joined 6:40 p.m.,
left 7:28 p.m.)
Jerry Blanton
Mark Davis
Shinobu Horne
Nancy Peterson (left 6:30 p.m.)
Margie Polishuk
Lauren Sleeper
Will Smith

Excused/Absent

Rev. Mark C. McKone-Sweet, *Rector*
Bill Angus, *Assistant Treasurer*
Terry McCune, *Assistant Treasurer*
Larry Burgess
Jim Oakes

1. Gather Together

The vestry checked in. Nancy Peterson opened with a prayer.

2. Executive Session

The vestry went into executive session to discuss personnel issues.

3. Consent Agenda

Susan McCormick-Davis

The consent agenda included the following items:

- (a) Approve the May Treasurer's Report.
- (b) Approve the April financial reports.
- (c) Approve the April 20, 2021, vestry meeting minutes.

Jerry Blanton moved to approve the consent agenda as presented. The motion was seconded and passed with one abstention.

4. Discussion Items

4.1 Construction Project/Timeline Update

Mark Davis

Mark Davis provided an update on the campus redevelopment project. The main points were as follows:

- Bids for phase 2 construction (demolition of parish hall, construction of upper parking area and walkway to columbarium, and playground expansion) are expected from four general contractors on May 21.
- One possible complication is that the City of Poway is behind schedule in reviewing permit applications. While it is hoped that permits will be issued in time for the scheduled June 14 start, the ARCH committee is looking into alternatives in case they are not received in time. The committee is optimistic that the original timeline could still be met, although the scope might need to be adjusted. However, as there is currently a large demand for labor and materials, the timing is difficult to predict. More information should be available toward the end of the week.
- St. Bart's would be in a difficult financial situation if some of the work had to be delayed until 2022; the contractor has indicated that a delay would run up the cost extensively. Once the information from the contractor is received, there may need to be discussions with Sheila Martin to ask that the preschool remain flexible to ensure the construction work can be completed on time. The preschool might be asked to delay the start of the fall session, or stay indoors or go virtual for a time.

There will likely be a special vestry meeting during the week of June 7 for the vestry to vote on whether to proceed with the recommended contractor.

4.2 Reopening/Reconnecting Plans and Next Steps

Canon Allisyn

(a) Campus Reopening/Parishioner Phone Calls

The state of California is scheduled to reopen fully on June 15. Until then, Canon Allisyn reported that the bishop's mandates regarding masks and other safety protocols must continue to be followed. As the vestry makes calls to parishioners, they should offer assurances that St. Bart's is following all safety guidelines relating to air filtration, social distancing, mask use, etc.

Christine Sleeper has been in contact with parents and received feedback that they will probably feel comfortable with the children beginning to meet in person again in June or July.

(b) Campus Open House

Canon Allisyn indicated that an open house and ministry fair has been scheduled for Sunday, June 20. On that day, there will be only one service at 9 a.m., and tables will be set up for all the ministries so people can start exploring how they would like to reengage with the church. Vestry members are asked to attend if at all possible.

The vestry discussed having food or drink at the service, as serving food may be helpful in recreating a sense of community. Mike Fuqua (who is overseeing safety protocols) has indicated that serving coffee is permissible at this point, and the bishop's latest COVID-19 directives state that donuts or other snacks can be served now, as long as they are served individually or handed out with tongs. Canon Allisyn stated that food could even be added before the June 20 open house, as long as someone is available to hand it out.

The vestry also discussed the following ideas to promote the open house:

- Use social media to advertise the open house.
- Create a “sneak-peek” video tour.

Susan asked that any additional ideas be sent to her or Costa.

4.3 Parishioner Phone Calls Progress Report

Susan McCormick-Davis

The vestry discussed how phone calls to parishioners are progressing. Key points are summarized below.

- There are 14 people making calls. Recommended talking points are as follows:
 - Convey a message of hope and transformation, trust in Jesus, and St. Bart's call to be God's hands and feet in the world.
 - Encourage parishioners to take the time and talent survey.
 - Promote the June 20 open house.
- Some parishioners reported they have not yet received a call. Since it is important to ensure that everyone is called to avoid giving the impression that St. Bart's does not care about them, Susan asked that vestry members contact her if there are problems with the phone lists or other issues that need to be addressed.
- A helpful approach might be to email a link to the survey, asking the parishioner to take a look and reach out with any questions, then follow up with a phone call in the next couple of weeks.
- A “phone banking” session with pizza has been scheduled for Monday, June 1, 5–7 p.m., at the church office. Calling from a church number might make it easier to reach parishioners, since many people will not pick up the phone if they do not recognize the number. Several vestry members indicated that they would like a similar session set up for any future rounds of calls.
- Jerry Blanton volunteered to create an email template to be used to follow up with people who responded to emails but not calls during the first round of calls.
- The survey will be left open until after June 1 to get as many responses as possible. Once the data are compiled, ministry leaders will then start to form affinity groups so rebuilding can continue.

4.4 Paycheck Protection Program (PPP) Loan **Amy Adome**

Amy Adome announced that the PPP loan has been funded in the amount of \$182,492, of which approximately \$40,000 will go to the preschool. The PPP funds appear on the April balance sheet as a liability because it is technically a loan. St. Bart's has up to 24 weeks to spend the money on wages and salaries, after which the church will apply to have the loan forgiven. Once the forgiveness has been approved by the SBA, the funds will appear as income. Since the application for loan forgiveness will likely be submitted in November, the income will be on the books by the end of 2021 or in early 2022. No surplus will be seen in 2022 because the money will have been spent in 2021.

4.5 Cal OES Security Grant **Susan McCormick-Davis**

Susan reported that the Cal OES grant for campus security has finally come through, and the following next steps are in progress:

- Jim Macemon and Mark Davis are determining all the work that needs to be done to make the campus physically safer, in accordance with the provisions of the grant.
- Susan is searching for companies that can train staff in campus safety protocols. A few companies have been identified to date, and the interview process will likely take place over several months. She asked that vestry members forward any leads on groups that do this type of work and understand how to address safety in places of worship.

4.6 Staff Development Update **Costa Dillon**

Costa indicated that, as the staff situation is in flux, it is too premature to move forward with staff development work. The consultant, Allan Dorsey, has been asked to stand by.

In the meantime, Costa asked that vestry teams conducting operations reviews continue with their work and raise any questions with him. Reports should be submitted to Costa by mid-June. He will compile the reports and distribute them to the vestry and rector.

5. Action Items

5.1 **MOTION: To approve the St. Bartholomew's scholarship committee recommendation for 2021 awards in the total amount of \$7,000 from Fund 3, Scholarship Fund, allocated as follows:**

- **Lucille C. Heide Memorial Scholarship to Miles Jones, \$1,000 (\$700 from Lucille C. Heide Fund and \$300 from Scholarship Fund)**
- **Brittany K. Stark Memorial Scholarship to Alexandra R. Bernier, \$1,000**
- **St. Bartholomew's Scholarship to Alexandre N. Bernier and William Oakes, \$1,000 each**
- **Evelyn Wyatt Memorial Scholarship to Alma A. Williams, \$1,000**
- **Community Outreach Scholarship to Jade Flores and Gray Boul, \$1,000 each**

Margie Polishuk moved to approve the funds for the scholarship awards. The motion was seconded by Lauren Sleeper.

The vestry discussed the motion. The main points were as follows:

- Only the interest (currently at \$700) from the Lucille C. Heide Fund can be used. The balance of \$300 will come from the general Scholarship Fund, which has sufficient funds. In any given year, interest rates will determine whether additional moneys from the general Scholarship Fund are needed to fund the Lucille C. Heide Memorial Scholarship.
- It was clarified that Alexandra R. Bernier and Alexandre N. Bernier are two different individuals.
- The Scholarship Fund had a balance of approximately \$40,000 a few years ago, but that has dropped to approximately \$18,000. In the past, it was funded by the (now defunct) Women of St. Bart's, but no money has been added in the last few years.
- It was agreed that continuing with the scholarship program is important for community outreach and to support St. Bart's students and those of its partners. The vestry should look at addressing fundraising for the Scholarship Fund.

The motion passed unanimously.

6. New Business

Costa Dillon

The following issue will be discussed at a future meeting:

6.1 Proposal for Sign above Sanctuary Main Doors

Costa introduced the idea of adding a sign above the sanctuary main doors for the vestry's future consideration. Currently there is no sign above the doors, making it difficult for visitors to find the sanctuary. Polly Getz-Enos added that way finding on church properties is a critical issue in creating a welcoming environment.

The vestry should consider how a way-finding system might be established. For the short-term, signage with arrows would be helpful; eventually, a more comprehensive system such as a map at the top of the steps could be implemented.

7. Announcements

7.1 Upcoming Events

Canon Allisyn

- (a) Memorial Day Observance: May 31, patio
- (b) Proposed Final Eucharist in Parish Hall: June 13
- (c) St. Bart's Weekend: August 28–29
- (d) "All You Need Is Love" Gala / Outreach Fundraiser: October
- (e) Stewardship Season: September
- (f) Diocesan Convention (St. Bart's Host): November 12–13
- (g) Bishop Curry: December 2–4

8. Closing Prayer

Canon Allisyn closed the meeting with a prayer.

9. Adjournment

The meeting adjourned at 8:14 p.m.

10. Future Meetings/Events/Key Dates

May 31	Memorial Day observance on patio
Spring	Camp Stevens (group development/"fun")
June 13	Final Eucharist in old parish hall
June 15	Vestry meeting
June 20	Campus open house
July	NO MEETING
August 17	Vestry meeting
August 28–29	St. Bart's Weekend
September 21	Vestry meeting
October 19	Vestry meeting
October (date TBA)	"All You Need Is Love" gala (Outreach fundraiser)
November 12–13	Diocesan convention (St. Bart's hosting)
November 16	Vestry meeting
December 2–4	Bishop Curry revival visit

Respectfully submitted,

Akiko Tamano
Vestry Clerk