

Church of the Holy Nativity

Minutes of the Vestry Meeting
June 16, 2020
Meeting Online using Zoom

Present: **Ex-officio:** Austin Nakoa, Joseph Kindrich, and the Reverend Libby Berman
Lay Members: Wyn Aubrey-Child, Justin Donahue, Lila Johnson, Joe Kindrich, Nina Livingston, Richard Miller, Ed Moore, and Gretchen Yamaguchi.
Absent: Jeff Taylor and Tusi Mayer
Treasurer: Jean Steele
Guests: Pastor David Barber, Jeanne Wilkes, Robert Steele, Nancy Thomas, and Frank Condello

Call to Order:

The meeting was called to order at 6:00 pm by the Reverend Libby Berman.

Introduction of Guests:

Rev Libby introduced the first guest: Pastor David Barber, interim pastor at Calvary-by-the-Sea Lutheran Church, a congregation of the Evangelical Lutheran Church of America. Pastor Barber spoke briefly about a passage from Hebrews and then offered an opening prayer. Rev Libby also acknowledged the attendance of Frank Condello, Student in Formation for Ordination.

Jean Steele and Wyn Aubrey-Child then described Rev Libby and Steele's visit to the Angel Ministry at Calvary, its host of volunteers, and thousands of pounds of food dispensed every week, much increased since the Covid-19 virus has so increased unemployment. The complex, efficient and effective food ministry was admired. Aubrey-Child was formerly a volunteer in this program. A gift of \$2500 for the Angel Ministry was announced (fulfilling the Vestry authorization of the May meeting). Pastor Barber expressed his thanks.

Interim Head of Holy Nativity School Report:

Jeanne Wilkes reported that our school had finished the 2019-2020 school year in the black. However, much of the usual summer income will be lost: only one session will be held. Because of the decrease in enrollment for 2020-2021, the budget is currently under review; the approach will be to be frugal and to stay the course. (The approximately 15% loss in projected income is comparable to that experienced in the 2008 Recession.) Due to lower enrollment in the upper grades, 6th, 7th and 8th grades will be combined into one class taught by Jyo Bridgewater and Jordan Gibson. When classes resume in August, Kupuna Watch will also restart.

Minutes:

These minutes were recorded by Jean Steele until this point in the meeting.

The Rector again acknowledged that the vestry has not had the opportunity to

see or approve minutes from several meetings earlier this year: February 18, March 1 (Special Meeting), March 17, April 21, and May 19, 2020. Lila Johnson will prepare the minutes of this meeting, which will give the Recording Secretary time to complete drafts of the earlier meeting minutes.

Reports:

Rector:

Rev Libby stated that the position of Sr Warden is an appointed position. Austin Nakoa had made the commitment for the first half year expiring in June 2020. Complicating issues surfaced with the COVID-19 pandemic. Rev Libby spoke with Nakoa who has accepted continuing in the role for the remainder of the year.

She addressed continuing to bring the church community together in-person and online. New microphones were purchased by Bill Seeley. Congregation faces were shown to Zoom community. The hybrid service will be conducted until it is safe and comfortable to resume. Rev Libby acknowledged all the effort going into planning and implementing the worship services: Altar Guild, tech team, those who have cleaned the nave, and other volunteers. Coffee hour is on hiatus. Rev Libby wants to resume the Eucharist when it is feasible. She will take one week of respite at the end of July. Rev Libby is working with head of school to prepare for the new school year and will try to build interest with new families, inviting them to participate in church. Rev Libby welcomes input for the Fall program. Alison Dingley will be the supply priest for the last week in July. Planning has begun for a stewardship campaign in the fall; Bob Steele, Ed Moore and Rosemary Domecki have been tapped to work on the effort. -Celebration of new ministry (Rev Libby's installation) is scheduled for 4 p.m. Saturday, September 12

Recess:

The Vestry Meeting was recessed at 6:42 pm.

Reconvene:

The Vestry Meeting reconvened at 6:57 pm.

Reports (continued)

Senior Warden:

Austin Nakoa commented on the need for the Vestry to undertake strategic planning for the parish.

Junior Warden (Buildings and Grounds):

Joe Kindrich discussed the plumbing needs for the church and school campus after an inspection (scoping) of the sewer lines. A report was sent from the Capital Improvement Committee regarding its priorities and activities.

Before re-opening the nave for congregational worship, a church cleaning was performed by Kindrich, Tusi Mayer, and Chandi Hinrichs. The maintenance program has yet to be formalized with the school. Joe recommended a line item be considered in the annual budget for professional church cleaning.

Treasurer's Report:

Treasurer, Jean Steele, presented the May Financial Report, commenting on 2020 congregational giving, the resumption of the Thrift Shop, the cash flow, and investment draw.

Cash balance is \$123,287.69

Steele further reported on the receipt of the \$45K "Payroll Protection Plan (PPP)" loan which will not require repayment and the "Small Business Relief and Recovery (SBRR)" grant application for \$10K.

Thrift Shop Committee:

Ed Moore reported on the successful resumption of the Thrift Shop. Sales and donations are abundant and ongoing.

Unfinished Business:

Wyn Aubrey-Childs reported on contributions made by the Outreach Committee to Calvary Lutheran Church (\$2500) and the Wally House (\$2000).

Joe Kindrich moved to extend the joint school/church MOU on "Facilities Use" through December 31, 2020. The motion was seconded and carried.

Kindrich moved to extend the joint school/church "Finances" MOU [which addresses the 85%:15% split on expenses] for six-months, through the end of December 2020. The motion was seconded and carried.

Rich Miller reported on the invitation to attorney Bruce Graham to review and recommend any changes to the School's Articles of Incorporation, the Church's Articles of Incorporation, and the Parish Bylaws to ensure consistency among all four documents as the final step in the Mission Possible process between the church and the school. Graham is interested and willing. He will keep the cost under budget.

New Business:

Based on the recommendation to spend funds from the "Joint School and Church Capital Improvement and Maintenance" Committee. Kindrich moved that the Vestry authorize Pueo Plumbing to inspect the sewer lines at a cost of \$650.45. The motion was seconded and carried.

A Saturday morning goal setting meeting is scheduled for July 11 from 9:00-12:00.

Announcements:

Next Vestry Meeting on July 21st will be held in person in the Holy Nativity Meeting Room, pending the status of the COVID-19 situation in the State.

Adjournment:

With no further business, the meeting was adjourned at 7:38 pm

Lila Johnson
Secretary pro tem