

Minutes of the Meeting of the Vestry
Church of the Redeemer, Bryn Mawr, PA
Tuesday, March 10, 2020
7:00-9:00 PM

Vestry Members Present: Susan Adeniyi-Jones, Jim Buck (on the phone), Elisabeth Cooke, Lisa Davis, Al Greenough, Harry Miller, Mackie MacLean, Andrew Masterman, Carolyn Morris, Tracy Steele, and Jacques Vauclain.

Absent: Melanie LeBoeuf

Redeemer Staff Present: The Rev. Peter Vanderveen, The Rev. Jo Ann Jones, The Rev. Michael Palmisano, Francesca Merritt, Jay Einspanier.

Recorder: Francesca Merritt

The meeting of the Vestry was called to order at 7:02 PM.

Michael gave the opening prayer.

The meeting minutes from the January Vestry meeting were approved.

Rector's Warden Report

Andrew welcomed the new members to the vestry meeting.

In light of the increasing concern about coronavirus infection:

Peter stated we sent out email about changes that will be made within the liturgy and in social practices at worship.

Michael will be informing the choir that we will not be doing the Annaliese program on the 21st. Michael has been in contact with the Lincoln Trio and the Synagogue to see if a date in October will work. An email went out to the benefactors earlier today and an email will also be going out to the parish this week. The advertisement at the Bryn Mawr film institute has been modified to say postponed.

Michael Diorio has been in touch with the tour company regarding cancelling the tour. They have given us until the end of this month to make a decision. If we decide not to go, they will refund 90% of the money collected. Michael has been working with Betsy to work on the reimbursement plan. We have not made a final decision though we are leaning towards a cancellation.

Peter has been answering a lot of emails from other parishes in regards to changes in the liturgy in light of the coronavirus. Peter outlined that we weren't going to pass the collection plate, pass the peace, and parishioners would be asked not to receive by intinction at the Eucharist. Peter stated we are prepared to make distribution of only the bread this week. We will be looking at this on a weekly basis, making sure if people come to service they feel the context is minimally risky.

Andrew asked that we explore a video option, in case things become worse and suggested we keep sending out regular communication.

Peter asked that if vestry members have concerns or hear of concerns to bring it to the attention of staff. We will also eliminate food at coffee hour starting this Sunday. We may have wrapped food and coffee. Peter said people did choose to stay on Sunday for coffee hour.

Accounting Warden's Report

YTD Operating Report

Mackie stated that revenues and expenses are on schedule YTD.

Particularly for the new members of the vestry, he noted that in the area of capital repairs, there will likely be more than \$40,000 that is allotted; that we have budgeted a modest deficit for this year, after substantially cutting expenses; we may have to take a larger draw from the endowment (currently projected at 4.5%).

Mackie added that we are still seeking pledges from Lybunts and Sybunts. Jacques noted that he will be meeting with Ken Garner to talk about people paying who have not pledged. A new sub-committee for Stewardship development is now meeting. Its members all have significant financial experience. Jill Miller is involved with the annual fund of The Haverford school; Arden Saligman with the annual fund of Penn; and Chris Zafiriou and Chris Chojnacki work in various forms of wealth management. Mackie added that Mike Thompson has written a personal handwritten note to folks as a method of seeking pledges and this has been incredibly successful.

Legacy into Promise

Mackie stated the cash flow for Legacy into Promise shows that we are strong. We are planning to borrow up to \$3 million, using \$2.5 million of that by the end of this year into next year for construction costs. A large potential verbal pledge to the campaign, which we had originally planned to receive in 2020 was moved in the projected cash flow to 2022 by a million dollars.

Finance Committee Resolutions

Mackie asked for vestry acceptance of a resolution from the Finance Committee:

It is resolved to remove up to \$250,000 from the Unrestricted Endowment to fund two specific items. The first item is to replenish the Operating Checking account with \$130,000. The second reflects \$120,000 to be used in funding the Legacy into Promise Campaign.

Mackie added we will not be taking the money out now. Jay and Betsy will decide on the timing. The motion was unanimously approved.

Administrator Report

Jay passed out conflict of interest forms to the vestry for signature.

In light of the coronavirus worries, Jay noted that the annex is being cleaned twice a day; he also asked the vestry if we might be able to invite construction workers from the construction site to the church. The vestry approved.

Jay reported that, in spite of a delay in receiving lumber, Cumby representatives believe that the project is on schedule. Jay asked Cumby where the materials for the construction project are being sourced. Some of the materials are being sourced from China though some are assembled in the U.S.

Rector's Report

Peter noted that we are overdue in giving the diocese a response to their request for a substantial increase in voluntary giving, which they have asked for in increments across five years. Peter will be drafting a response, and he stated that the funds contributed to the capital campaign should be considered as a significant benefit to the diocese.

Jacques asked that the vestry get a copy of the letter asking us to commit to the 5 year plan. He requested setting aside some time at the next vestry meeting to discuss.

Liaison Assignments

The following liaison assignments were made:

Nominating Committee:	Susan Adeniyi-Jones
Music Committee:	Mackie MacLean
Outreach:	Lisa Davis
Stewardship:	Jacques Vauclain
NEW:	Al Greenough/Tracy Steele
Adult Education:	Jim Buck
Christian Formation:	Elisabeth Cooke
Buildings/Grounds:	Harry Miller
Bazaar:	Carolyn Morris/Melanie LeBoeuf

Consent Meeting Materials

Peter announced that a word template will be created for liaisons to fill each month. Completed documents will be sent to Fran who will compile it all for the next meeting.

2020 Strategic Plan

Mission statement

Jacques discussed affirming the existing mission statement or adjusting it. Jacques sent out via email three options and got feedback. Jo Ann, Michael, and Peter will work to revise the current statement, incorporating the three ideals (an open and welcoming Episcopal community, learning and growing together, and supporting each other and our world). The three strategic pillars were assigned as follows:

- Worship, Learn, and Grow – Harry, Andrew, Carolyn, and Elisabeth
- Open and Welcoming Community – Mackie, Melanie, Tracy, and Al
- Supporting each other and the world – Jacques, Lisa, Jim and Susan

The action going forward was to analyze and reflect on all the things we do in the church that support and drive these three pillars. We should reflect on the things we do well, things that we don't do so well and what should we keep or discard.

Andrew set April 26th from 1-4 pm to discuss the three pillars and mission statement.

Jacques asked we also discuss the utilization of the parish house. Carolyn added that we need to discuss the opening as well. Susan asked that we have a listing of groups that are currently using the facilities. Peter added that the two Sundays after Easter were slated for the vestry to make presentations to the parish. Presentations will be made after vestry meets on the 26th of April.

Annual Meeting Review

Peter discussed annual meeting and proposing changing it with the opening of the new building to make it a well-attended event. It could be part of the committee that is tasked with the opening of the building.

New Business

Peter complemented Jo Ann Jones and Michael Palmisano for the work they are doing: the church is receiving excellent pastoral care from Jo Ann, and Michael has significantly boosted our youth ministries. Mackie announced that the Garden Party is scheduled for May 17th.

Jo Ann gave the closing prayer. The meeting was adjourned at 9:06 pm.