

# The Church of the Good Shepherd, Dunedin, Florida

## Minutes of the Vestry Meeting April 22, 2020

Note: Due to Coronavirus guidelines on Social Distancing the meeting was held online via Zoom, Meeting ID: 987 7765 7587

Members Present: Pastor Becky Robbins-Penniman, Deacon Cindy Roehl, Phil Beauchamp, London Bates, Iris Brookins, Cheryl Sharpe, Dan Depies, Robyn Harker, Diane Niford, John Russotto, Judy Warner, Joe Nixon (treasurer), Pat Cates (clerk)

Members Absent: None

### I. Call to Order

- The meeting was called to order by Pastor Becky Robbins-Penniman at 6:30PM

### II. Opening Devotions

- The Opening Devotion was given by London Bates.

### III. Information

#### A. Mark Your Calendars

- **Every Sunday:** Services live-streamed at 8 & 10
- **Diocesan Vestry Retreat**—online Saturday May 02
- **Next Vestry Meeting:** May 20
- **5<sup>th</sup> Sunday Vestry Coffee Hour: May 31**

#### B. Financial Report

- Handouts #1A and #1B
- Joe Nixon reviewed the information for April.
- As of the three weeks in April contributions were approximately \$26,800.
- With one more week in the month, contributions will fall short of the \$34K which was contributed in 2019.
- Total contributions for April are projected to be \$30K
- Joe remarked that by delaying the Diocesan tithe for the month, the parish will “break even” in April.
- He is recommending that pensions, health insurance and property insurance be paid in April and that the Diocesan tithe be delayed until next month.
- This recommendation is part of the Consent Agenda.
- Joe added that other income such as flowers, facility usage, parking income and FTS income will not be collected in April and probably in May as well.

- There was a short discussion on the news that the City of Dunedin will be dredging the marina beginning on May 1<sup>st</sup> and the possible impact to potential income from Peace Park.
- Joe also gave an update on the parish application to the Paycheck Protection Program. At the present time the application is still under consideration.

#### **IV. Decision**

##### **A. Consent Items**

- March 25, 2020 Regular Meeting minutes—approve
- April 2, 2020 Emergency Meeting minutes—approve
- April 9, 2020 Email Meeting Minutes re Resolution to add signature to the Discretionary Fund account at Regions Bank—approve
- April 10, 2020 Email Meeting Minutes re Resolution not to renew the Furniture Thrift Store CD/Time Deposit—approve
- Resolution to change signatories on three Regions Bank Accounts—Approve. Handout #2
- Approve Cash flow actions recommended in Treasurer’s Report
- Cheryl Sharpe moved to approve the Consent Items; seconded by Robyn Harker.
- Approved

##### **B. Furniture Thrift Store Paving Project—Approve.**

- Handouts #3A-3F
- The FTS has completed their research and are recommending that the contract be awarded to All-Phase Paving & Sealing.
- Building & Grounds has done a complete vetting of the process which is also supported by the Finance Committee.
- The funds for the paving will be taken from the Capital Reserve account.
- John Russotto moved to approve the project; seconded by Cheryl Sharpe.
- Approved.

##### **C. Rector’s Resignation—Accept**

- Handout #4
- Pastor Becky read her letter of resignation to the Vestry.
- Senior Warden Phil Beauchamp noted that with this letter the parish officially enters into the Rector Search Process (RSP)
- The next step will be for Becky to send her letter to the Bishop of the Diocese for Southwest Florida.
- Once this is done, Phil and Junior Warden Dan Depies will receive a call from the Bishop or the Canon of the Ordinary to meet with the Vestry to begin the search process.

- The question of when to send the announcement to the congregation was discussed with the recommendation from Phil that it should not be sent to the congregation at this time.
- Becky supported this decision and gave further details for the timeline in getting the letter to the Bishop and a subsequent announcement to the parish.
- Phil reviewed the three outcomes from the recent Vestry retreat as it relates to the RSP. He further asked for the Vestry thoughts and support in the process.
- Cheryl Sharpe moved to “respectfully accept the resignation with the respect, understanding and appreciation for the decision Becky has made to retire and that the Vestry should prepare a letter thanking her for her outstanding ministry at the Church of the Good Shepherd.”
- Seconded by John Russotto.
- Approved.

## **V. Discussion**

### **A. Mission & Ministry Directory: Finalize**

- Pastor Becky went through final changes of the directory which changed the wording of “Engage Team” to “Engage Teams” on pages 2 and 3.
- She noted that contacts for “Engage Teams for Outreach: Opportunity Review and Coordination” will be London Bates and Cheryl Sharpe.
- The leaders will periodically review the teams and ask these questions: “do we still want to do this? how are we doing? and are there any new things”
- An example of Lisa Baker’s ministry was given.
- Pastor Becky asked if the directory could be printed with the changes noted above.
- Approved by consensus.

### **B. May Vestry Voices and Vibes: What should Robyn talk about?**

- The May Vestry Voices and Vibes will feature an article on Frank and Sandy Kneen written by Mary Ratliff and an article written by Robyn Harker.
- It was suggested that Robyn’s article highlight the ways the congregation is staying connected through the current crisis.
- Some of the items suggested were the Bible Challenge on line and the Drive Through Communion.
- There are also a number of things that are being done to keep the congregation connected including the phone tree, shopping for each other, Vestry meetings on line and the streamed worship services.

- There were other suggestions given during the course of the meeting that Robyn will use in her article.

## VI. Planning

### A. Discretionary Fund: Identifying parishioners who need help

- Pastor Becky reported that the parish has been blessed with generous donations to the Discretionary Fund.
- It has helped a number of persons including members and people from the community at large.
- Suggestions for identifying parishioners who need help are from contacts who have possibly been reached during the use of the phone tree.
- Becky will ask Michelle Schombs (phone tree coordinator) to keep her informed of persons who may need assistance.
- Diane Niford will use the Prayer Chain for inquiries and noted that interested persons will be directed to contact Pastor Becky.
- It was suggested that the Vestry liaisons contact their respective ministries to see if there are persons who need help.
- It should further be asked if there is a way the parish can support the various ministries' work remotely such as offering help to set up a Zoom meeting.
- Pastor Becky asked that the Vestry members complete their contacts by Friday or Saturday.

### B. Staying Connected with Parishioners: Brainstorming ideas

- Zoom Coffee Hour will take place from approximately from 11:30 to 12:30 on Sundays. Parishioners are encouraged to grab a cup of coffee and join the meeting.
- Zoom Tea with the Pastor will take place once a week (probably Wednesday) from approximately 3:00 to 4:30PM.
- Cheryl Sharpe will organize a Zoom Parish Game Night

### C. Reopening: Planning for the first Sunday back in light of the *24 Questions and Public Health* papers

- Handout #5
- Pastor Becky reminded the members that phased re-openings of the State will be communicated by Governor DeSantis.
- The Bishop has not given any information relative to worship services. Services streamed on line are continuing.
- The parish will need to put together a re-opening plan.
- A number of items for this plan were discussed including masks, sanitizing wipes, shorter worship services and offering plate etiquette.
- It was suggested that the Worship Team take the lead on a re-opening plan.

- The Worship Team is scheduled to meet this Sunday at 11:45AM.
- As liaison for Worship and Music John Russotto will work closely with the Worship Committee.
- Pastor Becky will organize a Zoom meeting for Worship.

**VII. Closing Devotion**

- The Closing Devotion was given by London Bates

**VIII. Adjournment**

- The meeting was adjourned at 7:42PM

Respectfully submitted,

C. Pat Cates  
Clerk