

## Epiphany Vestry Meeting Minutes

Date: March 3, 2021 via Zoom

Time: 6:35-8:29 PM EDT

### Attendance:

Members & Clergy			Invited Guests		
	Carbin, Rasheen	Member		Rev. Anne-Marie Jeffery	Congregational consultant
	Downes, David	Member			
	Gallagher, Kathy	Member			
	Gilchrist, Bruce	Member	<b>Other Persons in Attendance</b>		
	Glidewell, Meryl	Junior Warden		None	
	Green, Crystal	Member			
	Greene, Glenn	Member			
	Huber, Rev. Glenna	Rector			
	Hunter, Maria	Member			
	Nembhard, Lois	Senior Warden			
	Sutton, Susan	Member			
	Thomas, Judy	Member			

### Opening Prayer (Crystal)

1. Crystal offered the opening prayer

### Vestry Check-In (All)

2. Vestry member check-ins and requests for prayer

### About the Episcopal Church (Rev. Glenna)

3. Rev. Glenna described the general organization of the National Episcopal Church in provinces and where Epiphany fits in. She provided historical information regarding national membership, which totaled around 2.3 million members in 2008 and has continued to decline. She noted that 52% of the churches nationwide were built before 1950 and deferred maintenance is a nationwide issue. As an alternative to simple membership numbers, Rev. Glenna says she prefers to focus on the average number of people whom Epiphany impacts each week.

### Mission Statement (Rev. Glenna)

4. Crystal recited the mission statement and said that she is particularly moved by the focus on achieving diversity, seeking justice, and loving our neighbors as ourselves. She especially noted that the ongoing effort to ensure sustainability is furthering the church's mission by focusing on ways to increase diversity, membership, and impact.

### **Motion to approve the consent agenda**

5. The consent agenda included the agenda, February Minutes, Reports (Rector, Communications/Development, Building and Grounds, Music, and Treasurer)

Motion made by David

Seconded by Crystal

Motion carried unanimously

### **Housekeeping Items**

6. Rev. Glenna reported that Epiphany has the opportunity to appoint a representative to the National Environmental Justice Council. She said that Kelly Miller, who is a frequently unhoused person who participates in the church's activities, has expressed an interest in filling this role. Rev. Glenna described the background of Kelly and how this role would fit into the kind of advocacy Kelly wishes to pursue. Rev. Glenna believes Kelly would be a good candidate for this role. The vestry unanimously expressed support for Rev. Glenna to offer this role for Kelly.
7. Meryl presented a Building and Grounds request for approximately \$2,200 to replace a failing pump in the cooling tower. She also noted that an air handler needs replacing, which is estimated to cost an additional \$6,500. The vestry discussed whether both pieces of equipment should be repaired at the same time.

David moved that the repair of both items be approved at this time.

Susan seconded the motion.

During the discussion on the motion, Meryl noted that the pump by itself would more than exhaust this line item in the budget, and recommended that the cost for repair of the air handler be rolled into a pending grant request.

Based on this recommendation, David amended his motion to cover approval of the pump repair, with the funding for the repair of the air handler to be included in the grant request.

The amended motion was approved unanimously.

8. Rev. Glenna report on a proposal made by the Downtown BID for Epiphany to provide shelter for unhoused persons in a COVID-safe environment. Rev. Glenna described the proposed terms, which generally provides for shelter of around 60 people in the parish hall and mission center. Shelter would be provided from 6 pm to 6 am Monday through Friday for approximately 3 months. The Downtown BID would provide daily cleaning and security and arrange for church staff that must be present at the church to receive vaccinations. The fee payable to Epiphany would be \$5,000 a month. A brief discussion follow in which support for the proposal was voiced. Rev. Glenna was not seeking approval, only an indication of support.

A motion was duly made to express the vestry's support for the proposal.

The motion was approved unanimously.

9. Rev. Glenna asked if there were any questions regarding the Parochial Report provided in the meeting materials. There were none.

A motion was duly made to approve the Parochial Report.

The motion was approved unanimously.

- 10. Rasheen reported on the two proposals that Bruce and Rasheen obtained for a reserve study from Reserve Advisers and Miller Dodson. Rasheen said that the scope of the two studies was the same and the cost was virtually the same (\$10,500 for Reserve Advisers vs. \$10,758 for Miller Dodson). Bruce and Rasheen recommended that the vestry engage Reserve Advisers because they provide follow up advice as part of their basic service, while Miller Dodson charges for it. There were no questions.

A motion was duly made to approve the engagement of Reserve Advisers to provide a reserve study in accordance with their proposal.

The motion was seconded.

The motion was approved unanimously.

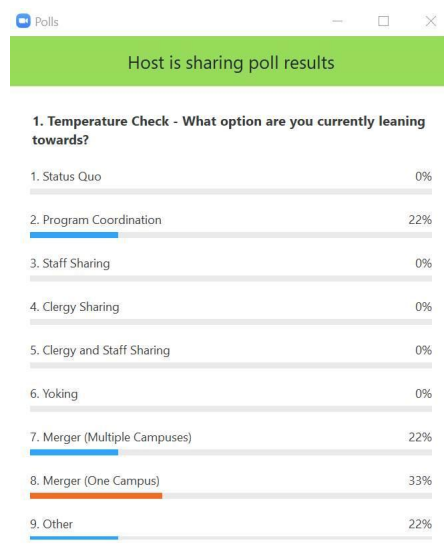
**Discussion regarding Alternative Paths to Sustainability** (Rev. Glenna, Rev. Anne-Marie)

- 11. Rev. Anne-Marie joined the meeting. Rev. Glenna introduced her briefly and referred to the more detailed background information that had been shared at the February vestry meeting.

Before Anne-Marie began her presentation, Rev. Glenna offered to share her current views regarding sustainability. For her, the three key touchstones for the church are God, music, and justice. She envisions a parish hall that is reconfigured to be a community center for non-profit organizations with an entrepreneurial bent. The sanctuary would be available throughout the day for musical and other events. A small chapel space would be created for prayer.

- 12. Rev. Anne-Marie told the vestry that she is excited about the prospects for positive change resulting from the vestry’s exploration of the alternatives for ensuring sustainability. She asked “Where will this lead?” She then asked vestry members how they are feeling about the prospects for the efforts to ensure sustainability, based on a scale of feelings ranging from “optimistic and energized,” through “anxious/but energized,” to “worried/not ready to move forward,” to “shut down.” The poll results reflected a wide range of feelings among vestry members, across the spectrum. Vestry members then discussed why they feel the way they do.

Rev. Anne-Marie then described a range of different alternatives for coordinating or combining activities with one or more other parishes and asked the vestry members to indicate what option they are leaning towards. The poll results were as follows:



The vestry members leaning towards a

**Next Steps regarding Meryl)**

- 13. Rev. Glenna discussed the vestry as it developing a way to church. She describe

then discussed their reasons for particular option.

**Sustainability** (Rev. Glenna, Judy, some useful resources available to continues along the project of address the sustainability of the the helpful advice that Michelle

Higgins (from the diocese) can provide regarding real estate development concepts. She referred to the role that Sacred Spaces can fill in developing an understanding of alternative uses for the church property. She also recommended the brief article by the Bishop of Indianapolis that encourages parishes to view their physical space as an important asset, not just a drag on sustainability.

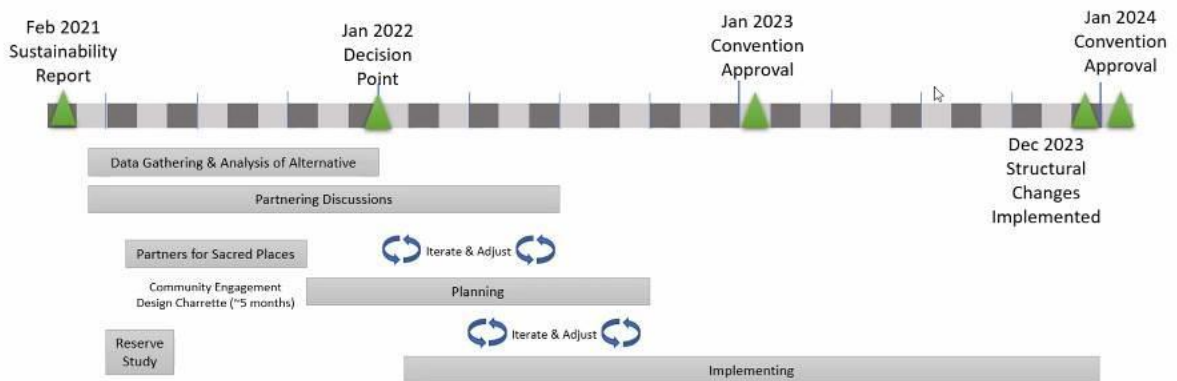
- Rev. Glenna then asked vestry members to volunteer for one of three working groups to carry out the next steps in developing a plan:

WORKING GROUP	VESTRY MEMBERS
Reserve Study—Coordinating with Reserve Study consultant	Glenn, Meryl, Rasheen
Sacred Spaces—Coordinating with Sacred Spaces in developing alternatives for use of the building	Crystal, Judy, Kathy, Lois
Research of options—exploring issues relating to congregation merger and program coordination options	Bruce, David, Maria Susan

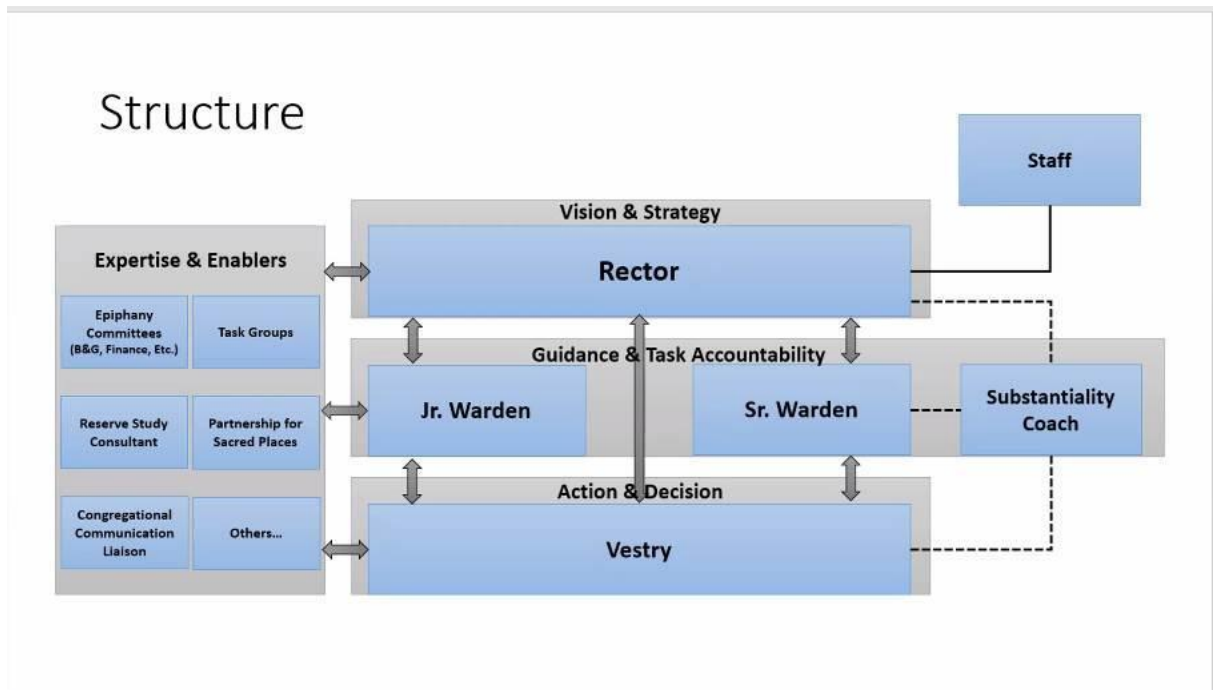
Rev. Glenna noted that there is another important task which is every member’s responsibility: ongoing communications with the congregation. In addition, she noted that ultimately the entire vestry is responsible for the making the decision.

- Judy then presented the following high-level timetable for exploration of alternatives, decision on a plan, approval of a plan, and implementation:

## High Level Timeline



16. Meryl presented the following conceptual diagram for the roles of different people in exploring alternatives for sustainability.



17. Rev. Glenna suggested that it may be helpful to have another meeting regarding next steps in the sustainability exploration before the April vestry meeting. She said she would propose a time.

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#### Executive Session

18. Rev. Glenna said there would be no executive session.

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#### Updates & Announcements & Calendar Review

19. Rev. Glenna reported on the recent death of Bishop Chilton’s husband. She then mentioned the following upcoming events:
- a. Memorial service for Bishop Barbara Harris, who died a year ago.
  - b. An Anniversary Vigil outdoors at Epiphany in conjunction with St. John’s Georgetown to mark the anniversary of the beginning of COVID restrictions on worship activities, to be held on Sunday March 14<sup>th</sup> at 4:00 pm.

Rev. Glenna then noted that the goal is to begin having in person worship at Epiphany, with appropriate safety precautions, on the first Sunday after Easter. The live streaming of services would continue for those unable to be physically present.

20. The next Vestry Meeting is on April 14.

#### Closing prayer (Crystal)

21. Crystal offered the closing prayer

#### Motion to adjourn

Motion made and seconded.  
Motion carried unanimously  
Meeting adjourned at 8:40 p.m. EST

## **ADDENDUM**

On March 15, 2021, a motion was made regarding the church's PPP Loan.

Motion made by Lois Nembhard:

I move that Scott Marquardt, acting on behalf of the vestry, sign for the PPP loan of \$61,893.54 at 1% interest.

Meryl Glidewell seconded the motion.

Votes were submitted via email. There were nine votes in favor and two abstentions.

The motion passed.