

**Sunday, February 14, 2021**

**Episcopal Church of the Atonement Vestry Meeting Minutes**

Time: Sunday, February 14, 2021, 1:06pm – 2:32pm  
Location: Home Video Conference via Zoom  
Present: Mother Erika Takacs (Rector); Greg Bradley (Warden), Liz Sarnik (Warden and Acting Clerk); Doug Wagner (Treasurer); Natalie Archie, Dave Beil, Richard Benson, Steven Britt, Bill Hancox, Amanda Kim, Barbara Newman, Daniel Polley and two (2) guest parishioners.  
Absent: Will Cronenwett, Jim Hawkes (Clerk)  
Next Meeting: Sunday, March 14, 2021, 1:00pm – Home Video Conference via Zoom

Greg Bradley (Warden) officially called the meeting to order at 1:06pm with an announcement of Jim Hawkes (Clerk) illness followed with an opening prayer led by Mother Erika.

Check In: Greg introduced with new member introduction followed by all member introductions.

Review of December Vestry Meeting Minutes: No minutes to approve due to Jim's illness.

Review of Special Vestry Meeting Minutes: Greg called for any questions on these minutes. **Motion** made to approve Special Meeting Minutes of January 3, 2021. **Motion passed.**

Treasurer Report: Doug Wagner presented January's statements. Cash investment accounts increased. Operating account experienced strong weekly offerings and well as additional donations (unrestricted and AV system). Pledges very strong. Expenses are in line. Made a quarterly insurance payment. January was a strong month. We are off to a good start for February.

Received PPP \$57,637.00. Money is in our account. We will not make any adjustments to the budget at this time. Will review at end of March and then again end of June. There were three (3) major line items we made a cut to. Perhaps we can restore money to those budgets. Per Greg, keep the gala in mind.

Mtr. Erika proposes we reimburse \$15,000.00 of PPP to the music program's special project fund to restore the true intent of the \$30,000.00 gift. Some of this fund was used to keep singers employed. After discussion, **Motion** was made to set aside \$15,000.00 from unrestricted operating funds to special music project fund. **Seconded. Motion passed.**

Doug will research the accounting for full loan forgiveness on our 2<sup>nd</sup> PPP loan.

Prior to moving on to reports, Greg welcomed our two guest parishioners.

Reports: The request on all submitted reports was to receive them sooner.

Rector Report: Vestry Retreat with a facilitator proposed. First order of business would be to create a Mission Statement. When? Where? Sooner online? Wait until later to meet in person? The work will be helpful whichever way we decide. Several ideas brought forth by vestry members.

Live Worship / Church Re-Entry was welcomed by vestry members. Reviewed with re-opening committee. No changes will be made to internal guidelines. Ushers, greeters, and liturgical team are in place. Protocols remain the same. Will open to 40 people at this time. Same registration system will be in place. **Motion** was made to

re-open church for live worship for 40 people. **Seconded. Motion passed.** Church will open for live worship on Sunday, February 28, 2021.

AV Report: Submitted by Bill Hancox, AV Committee Chair. He reviewed some of the items in the report, which are two-fold; 1) installation of camera / video system and 2) the relocation of the organ console. After top-lining some key items; the floor was opened for questions and discussion. The what, the whys and how. **Motion** made to approve the AV and organ console move as described and proposed by the AV Committee. **Seconded.** No objections. **Motion** passed. Next steps will be to order equipment, schedule a moving date (organ console) and develop a communication strategy.

Action / Decision and Discussion Items:

1. Dave, Doug and Mtr. Erika met with our church insurance rep. Recommended that we increase deductible in order to decrease quarterly payment. All in agreement.
2. Greg stated that we must shore up our Realm Software and asked that a committee task force be formed. Richard B. agreed to head up task force.
3. Mtr. Erika states we do not have a working Sunday School currently. No leader, no teachers. Possibly looking to fall to resume Sunday School. Requesting for someone to organize a conversation around this. This was left open for now.

Greg thanks our two guest parishioners.

Dates for Calendar: Next month's Vestry Meeting scheduled for Sunday, March 14, 2021, 1pm from home video conferencing.

Closing Prayer: Mtr. Erika led the closing prayer with special intention for Jim Hawkes, Vestry Clerk.

Meeting adjourned at 2:32pm

Respectfully submitted,

Liz Sarnik

*Warden and Acting Clerk of the Vestry*