



September 13, 2020

EPISCOPAL CHURCH of the ATONEMENT - VESTRY MEETING MINUTES	
Time:	Sunday, September 13, 2020, 1:04 - 2:16 pm
Location:	Home: Video Conference
Present:	Mtr. Erika Takacs (Rector); Margaret Sullivan (Sr. Warden); Greg Bradley (Jr. Warden); Natalie Archie; Steven Britt; Aron Dunlap; Bill Hancox Barbara Newman; Daniel Polley; Michael Trumbold (Treasurer); Jim Hawkes (Clerk)
Absent:	David Beil; Will Cronenwett; Marian DeBerry
Guests:	Peg Tomazcek-Witry
Next Meeting:	Sunday, October 11, 2020, 1:00 pm - Home: Video Conference

Margaret Sullivan (Sr. Warden) officially called meeting to order at 1:04 pm, followed with opening prayer led by Mother Erika.

1. Check-in: Margaret addressed – No specific topics this week - open discussion of news and updates from Vestry members.
2. Endowment Policy: Peg Tomazcek-Witry joined the Vestry at the beginning of the meeting as a representative of the Endowment Committee to answer any further questions the Vestry might have on the final revised Endowment Policy before voting on its acceptance. A **Motion** was made for approval of the final revision of the Endowment Policy by Bill, and **Seconded** by Greg. Margaret asked if any further questions. **Motion passed** unanimously. Margaret mentioned that Marian would vote by proxy in favor. Although an official motion wasn't necessary, a second **Motion** was made to formally acknowledge and thank the Endowment Committee for their incredible work on formulating and revising several iterations of this document. **Seconded. Motion passed.** Peg left meeting at 1:15.
3. Review of August Vestry Meetings Minutes: Margaret called for any questions on the Minutes. **Motion** made to approve Minutes of August 9, 2020. **Seconded.** Absent of objections, **Motion passed.**
4. Reports: Margaret mentioned the reports submitted, including: the Rector's Report - Mother Erika (brief highlights below); Adult Formation – Daniel Polley; and Outreach - Wayne Mitchell all reports on file. Mention was made that the adult formation program was still in process/review as the leadership had recently changed, as well as dealing with the new pandemic guidance protocols.
5. Rector's Report: Mother Erika first wanted to thank the Vestry for their leadership through these times along with all those that have stepped up helping on the re-entering of the church over the past few weeks; it seems to be working well for those attending the 9:00 service (averaging 35-45 attendees, including both regulars and new visitors). Feedback has been positive on how people feel safe when attending, so will continue as is for the time being. She also thanked the greeter and usher team for helping make this work. Also still considering an additional mass on Tuesdays at noon, and working on additional recruits for helping out.
 Mtr. Erika commented on some new leadership roles being filled including Richard Benson for Stewardship and David Beil agreed to be Atonement's new Buildings & Property Chair. Some of the work accomplished to date has been: repair of windows on north side of rectory finished late August; still awaiting an estimate for concrete work and date to start fan repair in church (sometime this fall); replacement of dishwasher and bathroom repairs in 3rd floor rectory as well as dryer in rectory basement. With these and future upcoming repairs, looking to have a procedure in place for how these spending decisions should be made (i.e., how to make decisions about emergency repairs or replacement items that are not budgeted but are necessary?).
 A few important items Mother Erika brought to Vestry's attention to spread the word on: Atonement's upcoming first Zoom Evensong on Wednesday, October 7; more information to come on this year's Zoom pet blessing (Marian DeBerry); coming to Atonement's virtual coffee hours.

1:18 pm



Also mentioned was the election of the new Bishop with a meeting this past Wednesday discussing the final slate of names to be announced soon – election to be November 11. Talking with the delegates is still on schedule.

Also, the Bishop will be coming to Atonement (on site / in person) to carry out confirmations Sunday October 4, in a similar fashion of the 9:00 service, but to be held outside in the garden, weather permitting; it will be filmed for later viewing for those that cannot attend.

Mtr. Erika is also working on children's sermons to be recorded and sent out to families. She expressed concerns over this year's Sunday school not taking place as usual and trying to figure out a process for which to make it happen online, and looking for volunteers to help. A couple of Vestry members mentioned that, although it is a great initiative to try to accomplish this task, most parents are somewhat overwhelmed by the daily situation with dealing with home schooling during the pandemic, and that to have additional virtual learning sessions, may be slightly over burdensome for parents, so not to worry too much. The kids can come to Sunday service and catch up on fellowship with their friends.

1:40 pm

6. Action / Decision / Discussion Items:

- a. Church Re-entry: Discussed above – going well – some of the same folk come every week, 37 today and averaging 35-45 over the past several weeks; feedback is positive in that they say they feel safe. Mentioned again about possibly expanding to a weekly service on Tuesdays at noon time – volunteers are in place to help.
- b. Mutual Ministries Review: Bill Hancox reviewed this year's process – As he mentioned at the last couple of meetings, we are looking to stream-line the review process from that of 2019. Listed are 5 top issues that were high-lighted from last year and expecting a progress report this year on how these issues progressed. As sent out for the Vestry to review, an online procedure for evaluation will be sent out for how Atonement is doing. He asked the Vestry to fill out the form online as soon as received to be able to have results compiled by the next October Vestry meeting.
- c. Filling Positions: Mtr. Erika addressed – As discussed above, Richard Benson is heading up Stewardship this fall and David Beil is chairing the B & G committee. A list of candidates for Treasurer and Assistant Treasurer are under consideration by the Finance Guild and its chair, Tim Miller, and will be further discussed at the next Executive Committee meeting.
- d. Oil, Gas, Mineral Rights Lease: Mike Trumbold addressed – As previously mentioned, these holdings were donated to Atonement by a former parishioner. They are located in California, and the company that leased it from us committed a certain amount of funds, but unfortunately went into bankruptcy, such that we only obtained half of the expected payment. It is currently undergoing review and Atonement is in process of hiring a lawyer to handle this issue.
- e. Bylaws: Margaret addressed – A special Vestry session was held the last Saturday of August to express final suggestions on the bylaws, and the revised version was sent to the Diocese for review, so that Atonement should hear back soon. The final revision will then be reviewed again by the Vestry, brought to the October Vestry meeting for final approval. Atonement is still targeting a parish meeting in November, the format of which is still TBD concerning logistics. It was suggested to try to accomplish this task via a Webinar rather than a Zoom meeting, as it would accommodate larger volumes of parishioners.

2:05 pm

- f. Parish Meeting: Still projected for November 2020.

7. Treasurer's Report: Mike Trumbold presented August's statements of financial position and activity. Normal activity this month - money is OK – again a positive market adjustment on the Endowment Fund. He commented on the PPP loan that was received to help pay salaries – forgiveness of this loan requires two approvals, first by our bank at First Midwest (already completed) and also by Federal Small Business Administration, which is in progress and may take up to six months; since all the loan was used for salaries, this should not be an issue. Also mentioned a whopping \$6.32 of income from Amazon Smile charity came in; although pretty minor, Mike suggested that if a lot of folks sign up through Amazon, we may be able to get some charity funding sponsored



by them. Mike gave a reminder (as mentioned at the Annual Meeting), Atonement should be drawing down this year from the Endowment fund for building repairs. All monthly bills have been paid. **Motion** made to receive the August 2020 Treasurer's Report (on file). **Seconded. Motion passed.**

Margaret asked Mike to comment on the process for budgeting for next year. Mike indicated that members of the finance guild have each been assigned a ministry and are working with those ministries to help understand their budget needs. He also described shortfalls in revenue that Atonement will likely experience next year: 1. there will not be a PPP loan; 2. the current grant of \$30,000 to fund one position will go away next year; and 3. the \$30,000 donation given to the music program to pay musician salaries will potentially go away – it is uncertain if a similar donation will occur next year. Mike indicated that Atonement will be working with the various guilds and committees, e.g., Stewardship Guild, to find creative ways to make the parish aware of these budget issues, while at the same time, being mindful of parishioners that have been affected by the economy.

8. Dates for Calendar: Margaret – Presently, next month's Vestry Meeting scheduled for Sunday, October 11, 2020, 1:00 pm from home video conferencing.

Closing Prayer: Mother Erika led the closing prayer; meeting adjourned 2:16 pm.

Respectfully submitted,

Jim Hawkes
Clerk of the Vestry