



March 17, 2020\*

EPISCOPAL CHURCH of the ATONEMENT - VESTRY MEETING MINUTES	
Time:	Sunday, March 8, 2020, 1:00 - 2:29pm*
Location:	Elizabethan Room
Present:	Mtr. Erika Takacs (Rector); Margaret Sullivan (Sr. Warden); Greg Bradley (Jr. Warden); David Beil; Steven Britt; Will Cronenwett; Marian DeBerry; Aron Dunlap; Barbara Newman; Daniel Polley; Michael Trumbold (Treasurer); Jim Hawkes (Clerk)
Absent:	Victor Browne; Bill Hancox
Guests:	
Next Meeting:	Sunday, May 10, 2020, 1:00 pm, Elizabethan Room (April 12 <sup>th</sup> Meeting cancelled due to Easter Sunday)

Margaret Sullivan (Sr. Warden) called meeting to order at 1:00, followed with opening prayer led by Mother Erika.

1. Check-in: Margaret introduced - In preparation for the Vestry retreat on March 28th, consider different experiences had at Atonement, what is told to people about Atonement, what people say about Atonement and then respond, what is it about Atonement that individuals believe is unique and appreciated. Mother Erika took notes for the March Retreat meeting.
2. Review of February Vestry Meeting Minutes: Margaret called for any questions on the Minutes. **Motion** made to approve Minutes of February 9, 2020. **Seconded. Motion passed.**
3. Review of 2020 Budget E-mail Vote: Since members had not a chance to review the January e-mail vote last month, approval was postponed until this meeting. **Motion** made to approve the amended January 21<sup>st</sup> Email Vote of January 24, 2020 – on record. **Seconded. Motion passed.**
4. Reports: Submitted were the Rector’s Report – Mother Erika (highlights below); Outreach Report - Wayne Mitchell; Chi-Town Jazz Fest – Margaret Sullivan; and updates from the Endowment Committee on policy development and from the By-Laws Committee - all on file.
5. Rector’s Report: Mother Erika reviews – She mentioned Atonement’s ASA (average Sunday attendance) has been down so far this year from 2019, and has met with several priests from different parishes, which have similar situations. It is hard to know the cause with the current state of affairs with the coronavirus epidemic or whether just typically low in January and February with winter vacationers, but something over which to keep a mindful watch. Question raised on Rite 1 vs. Rite 2 as a possible component to review moving forward. Some paperwork for reflection on Atonement’s future was handed out to serve as homework for the upcoming strategic work for the Vestry retreat (currently scheduled for March 28, 2020 9:30 - 3:30). Other highlights from the Rector’s report included meeting with the Stewardship Committee and planning for ideas for this year’s season; an upcoming meeting with B&P (Building and Property) at the end of March – a small group, including Mike Trumbold, John Waters, Mtr. Erika, and a couple of architect firms, met about an assessment of Atonement’s property needs. An RFP (request for proposal) will be prepared and submitted to both firms for comparison. As part of assessing the needs for Atonement, the coffee hour had some temporary help this Sunday while looking for a more permanent Sunday sextant in the near future. Also requested help from the Vestry in identifying / recruiting people to fill in some open leadership positions within the church, including B&P, Parish Life, and Treasurer. Mtr. Erika also mentioned upcoming training for new Vestry members with a reminder to all members to complete “Safe Places” training, as part of a requirement for members. Also, a reminder of Vestry participation for next Friday’s simple soup supper (March 13<sup>th</sup>, 6:00pm).
6. Action / Decision / Discussion Items:
  - a. Pictures / Bios / Name Tags: Margaret reminded Vestry members the importance of nametags for Vestry members. She also mentioned that updated pictures and bios from Vestry members should be sent in as soon as possible.



- b. Simple Soup Supper: March 13<sup>th</sup>, Friday night at 6:00 (Victor, Daniel and Marian to assist – others welcome).
  - c. Filling Positions: Margaret asked for suggestions for candidates to fill some leadership roles, including B&P and Parish Life. It was mentioned that it would be good to get 20-30's folks involved. Barbara and Aron mentioned some potential names for consideration. As part of Parish Life, also looking for scheduler for coffee hour.
  - d. ACS Technologies database ("Realm"): Mtr. Erika looking for feedback on this software program, which was sent out to Vestry a few weeks earlier. Comments/concerns: good user interface, works fine, limitations on available information, some tabs still disabled, and establishing groups within system should be for members only – in progress.
  - e. Coronavirus: In keeping places safe, by decree from the Bishop, "Giving the Peace" changes due to current epidemic situation with bowing and/or some sort of non-contact greeting. Will thanked Mtr. Erika and Bishop Lee for their calming influence during these troublesome times.
7. Old Business: Margaret mentioned CCD training coming up this summer (July 26 – August 1) – looking for a couple of volunteers; no Vestry meeting April 12<sup>th</sup>, due to it being Easter Sunday; Bishop slate of candidates due late April / early June with elections June 20<sup>th</sup> at Cathedral - still need to determine the best process / timing for question/answer period between congregation and delegates.
8. Treasurer's Report: Mike Trumbold presented.
- a. February Financial Report: Mike reviewed February's statements of financial position and activity. Income was below budget this month, with most expenses below or on budget. (Typical for this time of year.) Endowment Fund took a large hit this month due to a negative market adjustment, although partially offset by a partial distribution from Bishop Montgomery's estate. **Motion** made to receive the February 2020 Treasurer's Report (on file). **Seconded. Motion passed.**
9. Dates for Calendar:\*
- a. Bishop's visit on March 25.
  - b. Vestry retreat March 28, 9:30-3:30.
  - c. Gala on May 15 at 6:00pm – Greg requested help from the Vestry in selling raffle tickets. Groups of 12 tickets were handed out to each member, with some requesting additional tickets to sell.
10. Closing Prayer: Mother Erika led the closing prayer; meeting adjourned 2:29pm.

Respectfully submitted,

*Jim Hawkes*  
*Clerk of the Vestry*

- \* March 17, 2020 – Due to extenuating circumstances surrounding the Coronavirus epidemic, the Bishop's decree concerning services, and State laws implementing changes shortly following this meeting, there were some scheduling changes as follows:

General worship / church gatherings cancelled on site 3/12/2020

Bishop's visit March 25<sup>th</sup> – cancelled.

Vestry Retreat March 28<sup>th</sup> – cancelled.

Gala on May 15<sup>th</sup> – postponed until June 12<sup>th</sup> – new invitations/announcements in progress.