

**St. John's Cathedral
Special Vestry Meeting Minutes
April 30, 2020**

6:00 p.m. – Vestry Meeting begins

Members Present via Zoom Conference call

Bruce Barcelo, Michael Corrigan, Martha Greene, Jayne Barry Hill, Joe Kincart, Jane Lester, Laura Lane, Lisa McKenna, Claude Moulton, John Sefton,

Quorum:

Yes

Treasurer

Charles Winney, Jr.

Chancellor

Steve Busey

Clergy/Staff Present

Dean Kate, Bob Dannals, Kitty Cash

Devotion/Opening Prayer

Bob Dannals

Report on CARES Act Loan- Kate & Debbie Johnson

Kate told the Vestry that the Cathedral was approved for \$ 223,000 in a forgivable government loan to cover staff payroll and payroll related costs due to the COVID-19 virus crisis. Kate explained how the first loan application was not successful, but another application was made to Cogent Bank, it was successful. John Sefton explained how the process of also applying for and receiving the loan on behalf of Cathedral Gerontology Center. Debbie explained the next steps are completing the loan documents when they are received, returning them to the bank for processing. Once the funds are received by the church, the 8 weeks period starts to use those funds for payroll and payroll related costs.

Kate relayed that a grant request to the Plummer Foundation to restart Clara's at the Cathedral program was turned down. The Cathedral School did not get funded from the CARES Act but they are reopening May 4th.

Bruce asked the historic look-back period for the calculation of the loan and Debbie explained it was for the entire 2019 year.

Claude Moulton made a motion to approve the processing the loan for the CARES program and the opening of the appropriate bank accounts at Cogent Bank for St. John's Cathedral. Lisa McKenna seconded the motion. With no further discussion the motion was approved unanimously.

Debbie reviewed the weekly financial snapshot (see attached) ending April 28th. Several members of the group asked to be copied on the snapshot each week. Debbie will send via email. Jayne Hill asked that the monthly financials reflect the recasting of pledge giving to adjust for those who have paid their pledge in full early vs on a monthly basis.

Kate confirmed that the Properties Committee and staff have been working to reduce expenses. Debbie will review those reductions at the next Finance Committee meeting. Joe Kincart also reminded the group that this would be a good time to review any maintenance items that can be completed while the Cathedral is closed. Kate confirmed the Properties Committee is mindful of this opportunity.

Worship plans A, B, C & D – Kate

Kate shared her thoughts on the different stages for reopening the church.

Plan A: Virtual Worship: What we are currently doing.

Plan B: Space Opening: Weekly Hours Open, Eucharist Consecrated available.

Plan C: Social Distance Worship: Markers have been placed on pews to create distance for parishioners to sit at a safe distance from each other. 65 people who are sitting alone or 125 people as couples would be able to worship at a particular service. This would be a brief service. Eucharist would be presented as people leave so there is not crowding at the altar. Kate will turn this planning over to the Worship council to identify the exact nature of the service. Also, Taliaferro Hall would also be available for overflow seating if the sanctuary was filled.

Plan D: Return to Worship. Virtual Church Plant, allowing parishioners to worship from home if they so choose. Offer a service that is designed for virtual in-home watching, not simply watching a live stream of the service. Steve Busey was asked his input on the legal ramifications to re-opening. A clear message needs to be issued that the participation in a live service is entirely voluntary and they would assume the risk of attending.

Kate asked the group if they agreed to turn the Plan C to the Worship council to make a draft of detailed plans. The group agreed. Worship Council will meet May 5th and bring the plans to the Vestry to see on Wednesday afternoon for them to review at an interim meeting on May 7th at 6:00 pm. Laura Lane asked if Kate has had input from other churches and Kate confirmed she has been in contact with other churches. Laura suggested asking local churches what they are doing.

John Sefton mentioned how would people be monitored as they arrive in case, they are running a temperature. Kate confirmed these are all part of the details the Worship Council needs to include in their plan.

Community-Wide Gathering to Give Thanks

Bob Dannals reviewed the planning of a service in late May to honor and thank the health care workers hosted by the Cathedral, but it would be ecumenical and inter-faith in style and feel. The service will include city leaders, but it would be a virtual service. Bob will form a committee to explore the idea.

Motion Regarding Housing Allowance

We the Vestry approve and move the allocation of \$60,000 for the housing costs for the Very Rev. Kate Moorehead for the 2020 tax year. Bruce Barcelo moved to approve; Martha Greene seconded. With no further discussion the motion was passed unanimously.

Closing Prayer

Minutes submitted by Kitty Cash.