

**Christ Episcopal Church
King and Queen Parish
Vestry Meeting
Tuesday February 16, 2020
6:30 p.m., Virtual Zoom Meeting**

Present: Father Chris Jubinski, Rector; Greg Penk, Senior Warden; Keith Owens, Junior Warden; Brad Reeves, Treasurer; Julie Burch, Registrar; Robert Opperman (2021); Bob Donaldson (2022); Monty Wright (2022); Laura Rocheleau (2022); Dottie McCubbin (2023); Dave Hudson (2023)

Absent: John Harhai (2021); Lynn Burton (2023)

- I. Call to Order: The meeting was called to order by Father Chris at 6:35 p.m.
- II. Prayer: The Litany for Shrove Tuesday
- III. Vestry Member Check In: Vestry members had time to check in with each other.
- IV. Minutes: No meeting in January, December 9, 2020 Vestry minutes accepted into record by email vote
- V. 2020 Parochial Report: Father Chris reviewed the process in 2021 and how we it will be processed this year.
- VI. Church Painting Project: Keith Owens/ Greg Penk- The painting is almost completed. Walls completed; the next step is painting the floor.
- VII. 2021 Budget: Greg Penk- Greg presented the proposed budget.
- VIII. Finance Report: Brad Reeves - Motion to accept the Finance report as presented. Motion carries
- IX. Wardens Report:
 - a. Greg Penk, Senior Warden See attached report
 - b. Keith Owens, Junior Warden

The fallen tree in the side yard of the parish hall to be cut up in the next month or so. The humidity in church is much lower. 35%, we will monitor and adjust as needed. The painting of the church is almost done, trim walls and pews have been done. Painting the door inside and out today and they are painting the floor this week. We need to do a spring cleanup for the yards in March, with the date to be determined either 20 or 27 March.

- X. Rector's Report
 - a. Ash Wednesday 2 zoom meetings with Father Greg Syler officiating
 - b. Ashes to go will be available at Rectory on Ash Wednesday
 - c. Bishop Mariann will be visiting March 28
 - d. Palm Sunday there will be one service
 - e. Large Confirmation call for Palm Sunday
 - f. Annual Meeting February 21
 - g. Thanks to all who assisted during his illness
- XI. Announcements
- XII. New Business
 - a. Greg Penk reviewed his year as Senior Warden
- XIII. Closing Prayer/ Adjourn
 - a. The meeting adjourned with prayer at 7:40 p.m.

Next Vestry Meeting March 10, 2021

Respectfully submitted by Julie Burch, Registrar

Senior Warden's Report
Vestry 2-16-2021

This report really encompasses the time from Dec. 30, 2020 – Feb. 16, 2021

Father Chris notified me on Dec. 30 that he had tested positive for Covid-19. At this point, he was home, but feeling progressively worse, and Carol notified me on Wednesday, January 6, that he had gone to St. Mary's Hospital. Since that time –

- Coordinated with Bobbi Schmitz, Parish Administrator to put together weekly newsletters. She began to pull together an email list for the congregation.
- Coordinated with Fr. Greg Syler to provide pastoral services and Sunday Zoom services to Christ Church. Gave Fr. Syler rights to allow him to post services on the Christ Church Facebook page. Also talked to Bishop Mariann about Chris condition.
- Began providing updates to the congregation on Fr. Chris via email and Facebook.
- Coordinated with Keith Owens for a Vestry Prayer service via Zoom on January 7.
- Began coordinating with Stephen Hunt to determine the best path forward to allow him to collect unemployment. I contacted Kathleen Hall, the HR person at the Diocese and we discussed options. The only option really available to make this work was to officially terminate Stephen. He is working separately on getting unemployment. An "End of Service" letter was prepared and reviewed by Kathleen, then forwarded to the Vestry for approval on Jan. 21. After approval, the letter was then mailed to Stephen.
- Coordinated with Bobbi and Greg Syler regarding Pat Wyant's funeral.
- Coordinated with Donnie Morgan and the Diocese to make sure he was registered for the Diocesan Convention.
- Prepared an email to the Vestry instead of holding an actual Vestry meeting. We voted to push the February Vestry meeting back at least a week, and tentatively reschedule the Annual Parish Meeting to Feb. 14.
- Coordinated with Kathleen Hall to ensure that Chris and Carol had continued health insurance coverage after Carol's retirement from VTS at the end of December. Kathleen worked then directly with Carol.
- Answered questions from the congregation and others regarding Chris at numerous times.
- Learned that Chris would be out of ICU on Jan. 12, and asked Keith to look into having someone coordinate dinners for the family.
- Began reviewing financial and pledge information for the Church. Based on this, I contacted Andrew Walter at the Diocese to determine if there were any areas in which we could get relief on some financial issues. Andrew and I discussed:
 - o Having Fr. Chris file for Disability through the Diocese. While we would continue to pay him the Diocese would potentially send us 75% of his salary (up to \$1000/week) as long as he didn't work more than 8 hours per week
 - o Obtain a Pension Waiver from the Diocese in which we would not make 4 months of Pension contributions for Fr. Chris. Andrew submitted paperwork to make this happen (it will not affect Chris' retirement in any way).
 - o Reduce our Diocesan Asking amount to \$5000, and not actually pay any of it
 - o The Diocese could send us \$10,000 later in the year if we request it.
 - o Learned that Bobbi accepted a job with an accounting firm. Based on our discussion, she will continue to work up to 10 hours a week (5 hours most weeks) to perform limited administrative duties, and to perform bookkeeping.

Respectfully Submitted
Greg Penk