

**St. Matthew's Episcopal Church Vestry
January 21, 2020 Meeting Minutes**

Vestry Members Present: Gaylee Gillim, Justin Klassen, Clara Klassen, Cathy Sutton, George Wheeler, Rick Lotz, Faith Cirre, Gibbs Reese, Judy Fischer, Matrid Ndife

Others Present: Edie Nixon, Treasurer

Absent: Kevin Wardell, Amanda Harrity, Becky Donovan, Susanne Cramer, John Shelby

Clergy/Staff: The Rev. Kelly Kirby, Rector; The Rev. Benjamin Hart, Director of Congregational Life

Opening Prayer:

The Rev. Kirby convened the meeting at 6:15 with an opening prayer.

Reading/reflection:

George Wheeler gave the reflection.

Approval of December minutes:

The minutes were approved as presented.

Financial Report:

Edie Nixon gave the financial report. She reported on the overall loss of \$17,988 for the year. That loss will make our cash a little tight in the coming months. Our SYB loan is now under \$638,000. Some people are still giving to the building fund, which is great and will help us when it comes time to refinance the loan. The endowment is now over \$1.1million, though distributions were \$40,000 for the year. We had an investment gain of \$173,399 in 2019.

Justin Klassen moved to accept the financial report, subject to audit. Gaylee Gillim seconded the motion, which carried unanimously.

Housing Resolution:

Kelly Kirby and Benjamin Hart submitted housing resolutions for 2020:

Whereas the Rev. Kelly Kirby is employed as a minister of the Gospel by St. Matthew's Episcopal Church, Louisville, KY, which does not provide a residence for her, the vestry resolves that of the total compensation to be paid to the Rev. Kelly Kirby during 2020, \$30,000 be designated a Housing Allowance within the meaning of that term as used in section 107 of the I.R.S. code of 1986, but at the end of this year and then upon further notice the parsonage allowance shall be \$2,500 per month.

Whereas The Rev. Benjamin Hart is employed as a minister of the Gospel by St. Matthew's Episcopal Church, Louisville, KY, which does not provide a residence for her,

the vestry resolves that of the total compensation to be paid to the Rev. Kelly Kirby during 2020, \$4,836 be designated a Housing Allowance within the meaning of that term as used in section 107 of the I.R.S. code of 1986, but at the end of this year and then upon further notice the parsonage allowance shall be \$403 per month.

Gibbs Reese moved to affirm the resolutions. Rick Lotz seconded the motion, which carried unanimously.

Vestry Committee Liaison Reports:

Buildings and Grounds:

We will soon receive finalized bids for the work on the soffits on the office wing.

Dimensions of Faith:

Ian Markham, Dean of Virginia Theological Seminary, will be a Dimensions speaker on February 9, 2020, and will lead the vestry retreat on February 8. D. L. Mayfield will be coming as a Dimensions speaker October 17 and 18.

Finance:

See financial report above.

Nominating Committee:

Nominating committee has completed its report.

Outreach:

Outreach committee will meet soon. Currently receiving reports for each funded ministry for the year.

Planned Giving:

Upcoming meeting on February 10.

Social Justice:

The committee met this month, and is currently working to define what social justice means in the context of St. Matthew's, and how it can be an expression of our baptismal covenant. The committee is also thinking things like the relationship between charity and justice.

Stewardship:

We got to 99% of our financial goal, and to 92% of our goal for number of households pledging. We also had 55.71% of households who had pledged before who increased their giving. There will be a committee meeting on January 22 to take the measure of the campaign and discuss strengths and areas for improvement for next year.

Rector's Report:

The Rev. Kelly Kirby presented the joint letter of agreement between St. Matthew's, the Episcopal Church Home, Deacon Harvey Roberts, and Bishop Terry White. She explained the terms of the agreement, and clarified the major difference in Harvey's service to St. Matthew's is that he will not be here on Sundays.

Rev. Kirby reported that there is no news from the discernment committees.

Rev. Kirby will be attending a training for racial healing trainers in March.

The St. John's Bible will be on exhibit in the church in April.

The vestry thanked its outgoing members for their various forms of service.

Warden Reports:

Rick Lotz reported that things are going well right now, and reflected on the parish's changes and progress over the past few years. As an outgoing vestry member himself, Rick also thanked the vestry for its work on behalf of the parish.

Theological Reflection: The Vestry reflected on where/when they found the Holy Spirit in the meeting, and how their work moved us closer to fulfilling our mission/goals.

The meeting adjourned at 7:35p.m.

Respectfully submitted,

Justin Klassen

A handwritten signature in black ink, appearing to read 'Justin Klassen', with a long horizontal flourish extending to the right.

**St. Matthew's Episcopal Church Vestry
February 2, 2020 Meeting Minutes**

Vestry Members Present: Gaylee Gillim, Matrid Ndife, Gibbs Reese, Cathy Sutton, Teri McDonald, Madison Bailey, Philip Eschels, David Holzknecht, David Niehaus, Susanne Cramer, Troy Petrie, Faith Cirre,

Absent: Kevin Wardell, Amanda Harrity, George Wheeler, John Shelby

Clergy/Staff: The Rev. Kelly Kirby, Rector; The Rev. Benjamin Hart

Kelly led the vestry in an opening prayer.

The vestry members introduced themselves to one another. Kelly introduced the members who were not able to be present.

Kelly described the roles of the officers of the Vestry.

Edie Nixon was nominated by Gaylee Gillim and seconded by Cathy Sutton for the role of treasurer. Motion passed.

There was a discussion about who would be able to serve in the remaining roles.

Gaylee Gillim nominated Philip Eschels for Senior Warden, Teri McDonald for Junior Warden, and Gibbs Reese for Secretary/Clerk. Cathy Sutton seconded. Motion passed.

Gaylee Gillim moved to make Edie Nixon, Rick Lotz, Phil Eschels, and Teri McDonald check signers on the Operating Fund and the Capital Fund, and to make Edie Nixon and Phil Eschels check signers on the Fund III account. Gibbs Reese seconded the motion. Motion passed.

Meeting adjourned at 1:23p.

Respectfully submitted,

Benjamin Hart

A handwritten signature in black ink, appearing to read "Benjamin Hart", with a long horizontal line extending to the right.

St. Matthew's Episcopal Church
Vestry Meeting
March 17, 2020

Vestry Members Present – Madison Bailey, Faith Cirre, Susanne Cramer, Phil Eschels, Gaylee Gillim, Amanda Harrity, David Holzknecht, Teri McDonald, David Niehaus, Troy Petrie, John Shelby, Cathy Sutton, Kevin Wardell and George Wheeler.

Others Present – Edie Nixon, Treasurer; Jan Scholtz.

Absent – Matrid Ndife and Gibbs Reese.

Clergy & Staff – The Rev. Kelly Kirby, Rector and the Rev. Benjamin Hart, Director of Congregational Life.

Opening Prayer – Rev. Kirby opened the meeting at 6:15 with the traditional prayer.

Reading/Reflection – Troy read parts of a C.S. Lewis essay “On living in the atomic age.” Written in the post-World War II years, the essay has relevance and insights relative to our current coronavirus epidemic.

Approval of Minutes – Rev. Kirby noted that the February 18 minutes needed an amendment reflecting the motion, second, and unanimous approval of the Parochial Report. Gaylee Gillim moved for approval of the minutes with Rev. Kirby's amendment and minor typographical corrections. The motion passed unanimously. **[Benjamin – I don't have a second, but agenda doesn't show that a motion is even required]**

Financial Report – Edie Nixon presented the financial report, first addressing the general fund statement ending February 29, 2020. Edie noted that we are ahead on receipt of pledge payments due to a good January. Operating expenses are over on building maintenance, and we will need to repair the air conditioner in the nave. With respect to the balance sheet, Edie advised that she had asked Joanne Coleman to check into a line of credit to be available if needed, since we are not getting plate offerings while the building is closed. We discussed reminding the parish about the importance of regular pledge payments at this time and perhaps adding a hyperlink to facilitate. In response to Kevin Wardell's inquiry about reducing occupancy expenses due to the building closure, Rev. Hart noted that we have made all possible adjustments to the different areas.

John Shelby moved to approve the financial report, subject to audit, with a second by Faith Cirre. The motion carried by unanimous vote.

Nomination for Jan Scholtz – Rev. Kirby began the discussion on the progress of Jan Scholtz's discernment process by stating that the Community of Faith had given its report, with which she agreed. The vestry asked Jan some questions about her call and how she envisioned her future work. Jan replied that she had long felt a “tug” to ministry and was drawn to social justice issues. Rev. Kirby excused Jan from the meeting so the vestry could continue its discussion, which led to the following question: are we willing to support Jan financially in her preparation for ordination to the diaconate? All present voted in favor,

with the amount of \$250 as a commitment due to the unusual circumstances. The attached Form A, requiring at least a two-thirds approval of the whole vestry, will be executed electronically.

Future planning for COVID-19 response – Rev. Kirby elicited feedback concerning the livestream service on March 15, and everyone had positive comments. She then stated that the church would be closed until at least April 20, and that there was an ongoing, room by room, deep cleaning. Some activities, such as an outside workday on March 14 with parish volunteers, have taken place but the church building is locked for the time being.

Rev. Hart addressed ideas on “being and doing church” during this unusual period. He has received offers of help from parishioners who could pick up groceries, etc. for those who need assistance. He has also created a spreadsheet with pages of the church directory divided among the vestry. The idea is for us to reach out to our members as a caring faith community.

Amanda Harrity and Teri McDonald excused themselves from the meeting because of other obligations.

Vestry committee liaison reports – Short reports were given as follows:

- Buildings and grounds: quarterly maintenance may run around \$10,000, which is on the high side.
- Dimensions of faith: committee will test concept of charging attendees for its speaker programs.
- Finance and nominating committees: future meetings scheduled.
- Outreach: process of prioritizing requests for funding went much more smoothly this year.
- Planned giving: Legacy Sunday will be April 26, with a breakfast planned.
- Social justice: future meeting scheduled.
- Stewardship: committee structure in place for 2020 with plans to promote memorial gifts to our endowment fund, as well as target specific groups such as “friends” and “alumni” of the church.
- Bylaws: will begin its work this month.

Wardens’ reports – Phil Eschels, Senior Warden, expressed his gratitude for all the vestry did to support him and his late wife Mary. He announced that Sara Bailey will lead a “visioning” process this fall.

Rector’s report – Rev. Kirby requested that we brainstorm to find creative ways to facilitate community beyond online meetings.

Following our theological reflection, Troy led the vestry’s electronic compline service before adjourning at approximately 8:10 p.m.

Respectfully submitted,

Gaylee W. Gillim
Substitute Secretary

Emergency Vestry Meeting 04/01/2020

Present: Madison Bailey, Faith Cirre, Phil Eschels, Amanda Harrity, Dave Holz knecht, Kelly Kirby, Teri McDonald, Matrid Ndife, David Niehaus, Troy Petrie, John Shelby, Cathy Sutton, Kevin Wardell, Edie Nixon, Benjamin Hart

The meeting began at 6:15p with prayer.

Benjamin Hart was appointed acting secretary.

The vestry grants permission for St. Matthew's to apply for the Paycheck Protection Program. Phil Eschels, Senior Warden, and Edie Nixon, Treasurer, are authorized to enter into the agreement.

Motion - Kevin Wardell

Second - Phil Eschels

18:32:37 From John Shelby : I vote yes
18:32:51 From Amanda Harrity : yes
18:32:54 From Troy Petrie : I vote yes.
18:32:58 From David Holz knecht : yes
18:32:59 From Madison Bailey : yes
18:33:01 From Philip's iPad : Yes
18:33:01 From Teri McDonald : i vote yes
18:33:10 From Cathy Sutton : yes
18:33:34 From Faith Cirre : Faith Cirre I vote yes

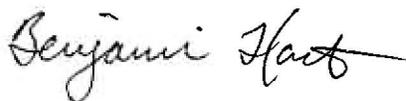
David Niehaus voted yes vocally and by e-mail.

Motion Passed.

The meeting was adjourned about 6:40.

Respectfully submitted,

Benjamin Hart, Acting Secretary.



St. Matthew's Episcopal Church
Vestry Meeting
April 21, 2020

Vestry Members Present – Madison Bailey, Faith Cirre, Susanne Cramer, Phil Eschels, Gaylee Gillim, David Holzknackt, Teri McDonald, Matrid Ndife, David Niehaus, Troy Petrie, Gibbs Reese, John Shelby, Cathy Sutton, Kevin Wardell and George Wheeler.

Others Present – Edie Nixon, Treasurer.

Absent – Amanda Harrity

Clergy & Staff – The Rev. Kelly Kirby, Rector & The Rev. Benjamin Hart, Director of Congregational Life.

Opening Prayer – Rev. Kirby opened the meeting at 6:15 with the traditional prayer and noted that a quorum was in attendance.

Reading/Reflection – In the absence of Amanda, Edie offered a brief reflection related to her viewing of past videos and remembrances of sitting quietly in the sanctuary with great joy and reverence. Kelly joined in discussing how unusual it has been to “conduct” a video service on Saturday for viewing on Sunday.

Approval of Minutes – The March 17st meeting minutes were approved as written. The April 1st Emergency Meeting Minutes were approved as written with the notation that Matrid Ndife was in attendance.

Financial Report – Edie Nixon presented the financial report indicating that significant changes have occurred due primarily to the impact of the COVID-19 epidemic.

With regards to income:

1. Several large checks were received in March.
2. Tenant income continues but regular pledge and plate offerings have decreased dramatically as members are not sending in their respective offerings.
3. Rental income is non-existent.
4. We have successfully enrolled in the PPP that will provide financial support for several different areas.

With regards to expenses:

1. While we're not “flush” with funds, we have pockets of money available for continuing operations on our current limited operating basis.

On a motion by Faith Cirre with second by John Shelby, the report was accepted unanimously.

Rev. Kirby asked for \$2,000.00 to procure additional technology (better camera) to further support the Sunday Service video program. After discussion, on a motion made by George Wheeler with second by Gaylee Gillim the motion passed. Funding will come from funds available in the Parish Programs endowment subfund.

Vestry Check-In Call List – Rev. Hart asked for responses that vestry members had received, the results seeming to be uniformly favorable. Consensus from discussion moved towards a) continuing with same effort and b) if there is something else we should create to further enhance our parish wide communications while, and possibly afterwards, the COVID-19 dilemma continues. During the discussion, it was noted that positive responses were received from parishioners as well as others on the Sunday video service. Another thought was to create an E-Mail blast to all members within the next few weeks.

Charles Halton Certificate – Rev. Kirby updated the Vestry on the continued progress of our candidate for ordination. Charles has successfully passed his ordination examination and will be moving on to the next step. It is appropriate for St. Matthew's to continue offering our financial and spiritual support. Following a short discussion and by voice vote, approval was granted to continue our support for his discernment process. A new document will be completed and returned promptly to Bishop White expressing our confidence in and with Charles.

Vestry Committee Liaison Reports

- Building and Grounds – In short, the HVAC unit that serves Clingman Hall, the Choir Rehearsal Room and adjacent areas has reached its limit of service after 30+ years and either needs to be repaired or replaced. Upon further evaluation of the current equipment, our HVAC service contractor strongly recommends replacement rather than repair. On a motion made by John Shelby with second by George Wheeler the decision was made to replace the existing unit with new product, for the amount of no more than \$30,500. Accordingly three (3) proposals are being sought for replacement. The Rector and Wardens are to make the final decision on the selected contractor and product(s) with consultation with others as may be beneficial.
- Dimensions of Faith – No Report.
- Finance – no Report.
- Nominating Committee – No Report.
- Outreach – Last weekends "drive-thru" Dare to Care food distribution event was a huge success and received affirming news coverage. More church members are participating through volunteering to deliver food to those who need this support.
- Planned Giving – Will meet later in the summer hopefully after the virus threat has subsided.

- Social Justice- Will be meeting soon to review questions that have surfaced since the virus outbreak.
- Stewardship – Met recently to review general receipt of funds and to further understand that giving is way down as the result of COVID-19. Joanne has prepared a friendly reminder about continuing with pledges that will be incorporated in the first quarter pledge statement summary mailed to all pledging members. Another question for consideration, can we incorporate “gifting” within our Sunday streaming services?
- Bylaws Committee – A new section needs to be prepared and subsequently approved addressing the need/process for holding an emergency vestry meeting. David Niehaus agree to chair a small team to make this happen.

Wardens’ Report –

- Phil Eschels Senior Warden – For the current conditions we are all encountering, our parish is functioning at an incredible level. Special thanks to the clergy and entire staff for all contributing to maintain the “status-quo” as much as possible.
- Teri McDonald Junior Warden – Additional comments to the above specifically related to the physical property operation, cleanliness and the like.

Rectors Report – With all that has been going on within our society, how will we look and how will be practicing our faith at year’s end? Will we be able to become a group once more and how will we have changed? Sarah Bailey will be the leader for a fall visioning process with details to follow. Under separate cover, Kelly will share an article relating to same. Kelly reported that she has received a one year extension on her pastoral study project grant through the Louisville Institute. This means that Kelly’s sabbatical can be postponed until it makes sense to reschedule it.

Compline – Faith led us electronically and concluded the meeting at 8:30 PM.

NOTE: For record purposes, this meeting was held in a voice video-conferencing format (Zoom) in compliance with national regulations established by our federal government during the nationwide COVID-19 epidemic.

Respectfully submitted,



Gibbs Reese, Secretary

St. Matthew's Episcopal Church
Vestry Meeting

May 19, 2020

Vestry Members Present – Madison Bailey, Faith Cirre, Susanne Cramer, Phil Eschels, Gaylee Gillim, Amanda Harrity, David Holzkneckt, Teri McDonald, Matrid Ndife, David Niehaus, Troy Petrie, Gibbs Reese, John Shelby, Cathy Sutton, Kevin Wardell and George Wheeler.

Others Present – Edie Nixon, Treasurer

Absent – None

Clergy & Staff – The Rev. Kelly Kirby, Rector & The Rev. Benjamin Hart, Director of Congregational Life.

Opening Prayer – Rev. Kirby opened the meeting at 6:15 with the traditional prayer and noted that a quorum was in attendance.

Reading/Reflection – As David Holzkneckt was scheduled to join the call later, Rev. Kirby volunteered to give the reflection based on her thoughts for Trinity Sunday. She shared how she had been receiving heartfelt messages from old friends and colleagues from near and far who have viewed the webinar telecast. This has been a profound and unexpected experience, for which she is extremely grateful.

Approval of Minutes – The April 21st meeting minutes were approved as written.

Financial Report – Edie Nixon highlighted the changes from the previous month with the following items.

With regards to income:

1. Income for the month exceeded the anticipated budget amount by almost \$5,000 and for the year to date by over \$20,000.
2. Plate offerings for the month doubled to over \$6,000 potentially as a result of the Sunday morning telecast of our service.
3. The loan from Stock Yards Bank has decreased to \$607,000.
4. We received a PPP Loan from the government as a result of COVID-19 pandemic, the funds of which will support the salaries and benefits of clergy and staff. Additionally we believe this loan will be forgivable by the government.

With regards to expenses:

1. Utility costs through the first four months are exceeding budget in excess of \$4,400.
2. Replacement of the HVAC unit serving Clingman Hall and the choir rehearsal area will cost \$20,000 with these funds coming from our endowment resources.

Our formal annual financial review submitted to the Diocese will be delayed due to the COVID-19 event. It is anticipated to be completed not later than early September in time for review and approval by the Diocesan Audit Committee prior to the annual Diocesan Convention in early November. On a motion by Gaylee Gillim with second by FaithCirre, the report was accepted unanimously.

Rev. Kirby spoke to when we might return to regular services within the sanctuary as well as other components of our traditional use within the building. These decisions are not ours to make and will be directed by the Bishop. He, in turn, is monitoring similar situations from both the national church office and other dioceses in our regional area. As conditions ease, appropriate changes will be posted on our entrance doors into the building and through our website. Based on the current “spacing” guidelines, Kelly estimates that approximately 72 persons could occupy the sanctuary but in reality probably only 50 persons. Handling of programs, prayer books and the like become another issue!

Vestry Committee Liaison Reports

- Building and Grounds – A contract has been awarded for replacement of the HVAC system located within the Choir Rehearsal room that supplies conditioned air to this space, Clingman Chapel and adjacent areas. Also, pricing is being finalized for the wood soffit replacement as well as replacement of the gutters and downspouts on the exterior of the administrative office wing of the building.
- Dimensions of Faith – No Report.
- Finance – Will meet again in July to review mid-year results.
- Nominating Committee – No Report.
- Outreach – Distribution of food “baskets” was well received with approximately 90 units provided to both the Calvary and St. George’s food pantries. Remaining baskets were available outside the front door for others to have.
- Planned Giving – Will meet later in the summer.
- Social Justice – Matrid expressed we are in a time of serious concerns relating to further separation of the African American community with Caucasian community and the continuing need to find ways to reverse this course of action. She suggested that perhaps this committee should consider creation of other, more focused committees to speak to individually selected items. She also suggested that we support our efforts through the “whole” of St. Matthew’s parishioners rather than individual voices therein.
- Bylaws – Work is in process with reporting possibly at the next meeting.
- Stewardship – Cathy thanked Joanne again for the persuasive letter that was distributed to the congregation and the affirming results that were accomplished. A lively and provocative conversation followed relating to when this current epidemic is behind us, what will church look like? We will need to work even harder to get

parishioners back in the pews and engaged, encourage more youth to become involved through programs interesting to them, bible study opportunities for others and the like. In a nutshell, will we need to re-create OUR community of St. Matthews's? And on a sad note, Cathy advised this was her last vestry meeting prior to their departure to family in Washington. This was met with applause and heartfelt thanks for all she has done to support not only this committee but many others too in the family of St. Matthew's.

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Wardens' Report –

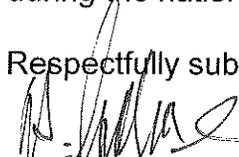
- Phil Eschels Senior Warden – Affirmed what a wonderful congregation we are as so many members are engaged and contribute to the services we provide to others within the greater Louisville community. A special note was offered to those who are engaged with the Food Pantry ministry.
- Teri McDonald Junior Warden – Reflected on items well said by others during the meeting.

Rector's Report – Kelly advised that she is continuing work on the trainer training process for the Diocesan Racial Healing Program and hoping to better define an appropriate timeline for this process. She advised that she will be leading three (3) webinars related to racial reconciliation and, when complete, will report same back to the Vestry. As an additional note she reported that Benjamin is currently working on the Collegeville Grant.

Compline – Benjamin led us electronically and concluded the meeting at 8:10 PM.

NOTE: For record purposes, this meeting was held in a voice video-conferencing format (Zoom) in compliance with national regulations established by our federal government during the nationwide COVID-19 epidemic.

Respectfully submitted,


Gibbs Reese, Secretary

St. Matthew's Episcopal Church
Vestry Meeting
July 21, 2020

Vestry Members Present – Faith Cirre, Phil Eschels, Gaylee Gillim, Matrid Ndife, David Niehaus, Troy Petrie, Gibbs Reese, John Shelby, Kevin Wardell and George Wheeler.

Others Present – Edie Nixon, Treasurer and Sarah Bailey.

Absent – Madison Bailey, Susanne Cramer, Amanda Harrity, David Holzknickt, and Teri McDonald

Clergy & Staff – The Rev. Kelly Kirby, Rector & The Rev. Benjamin Hart, Director of Congregational Life.

Opening Prayer – Rev. Kirby opened the meeting at 6:15 with the traditional prayer and noted that a quorum was in attendance.

Reading/Reflection – Rev. Kirby read the Bible passage Acts, Chapter 4, Verses 32 - 35 while Rev. Hart projected an image on the screen depicting a variety of people in various attire in a circle. Based on the verse' and the image presented, we were asked to offer up reflections based on today's society and morality. Several interesting observations were noted with brief discussion.

Approval of Minutes – Gaylee noted that there were several typographical changes necessary to the May 19th meeting minutes. Additionally she noted that Income item #3 had nothing to do with income but rather debt. Based on the aforementioned, this report includes said revisions. On a motion by Gaylee with second by George, the minutes of the meeting were approved as amended.

Financial Report – Edie Nixon highlighted the changes from the previous month with the following items.

With regards to income:

1. Ahead of budget by \$20,000.
2. Obtained a new \$100,000 line of credit from Stock Yards Bank as a cushion if needed.

With regard to expenses:

1. Replacement HVAC unit serving Clingman Hall has been installed but not paid for within the month.
2. The HVAC unit serving the Nave is in need of repair with unknown cost as of this meeting.

With regards to debt:

1. The loan from Stock Yards Bank has decreased to below \$688,000.

It was also noted that the quarterly Endowment Statement was included within this period, the results being very positive with a value in excess of \$1,000,000.

On a motion by John Shelby with second by George Wheeler the report was accepted unanimously.

Soffit Repair

For the last several months, Gibbs, on behalf of the Building and Grounds chair Teri, has been working with a general contractor discussing removal and replacement of the wood soffits (original to the building), gutters and downspouts at the roof above the administrative office wing of the church. Related work includes minimal roof work above the soffits for better drainage of water into the gutters. Additionally a smaller area of work involves the extensive rain water flow at the corner of the Saints Hall roof where overflowing of water occurs during storms. Reflector baffles will be installed in this area and an adjacent yard drain will be reworked to better dispose of water when it gets to the ground. The contractor's quote is a not-to exceed amount of \$38,175.00. On a motion made by Gaylee Gillim with second by David Niehaus, the motion was approved with this cost coming from the past building fund drive.

Vestry Committee Liaison Reports

- Building and Grounds – No meeting or report.
- Dimensions of Faith – No meeting or report.
- Finance – Presented herein.
- Nominating Committee – No meeting or report. Will be starting soon.
- Outreach - No meeting but members of the committee have been continually gathering food (over 500 packages) and delivering them to both Calvary and St. George's food pantries.
- Planned Giving – Will be meeting next month.
- Social Justice – Weekly meetings continue with current discussion focused on white privilege and the impact of same on those who are participating. Question asked as to whether churches, as a whole, were supporting "movements" in this area as opposed to individuals. An open question, without response.
- Stewardship – No meeting or report.
- Bylaws – No meeting or report.

Wardens' Report –

- Phil Eschels Senior Warden – Compliments to all those who have worked tirelessly to prepare and present the Sunday morning services for internet availability. He was also very happy to see "people-in-the pews" during this past Sunday's service. Further, he also reminded us to continue making contact with our parishioner lists and reaching out to those for support.
- Teri McDonald Junior Warden – No report.

Rector's Report – Several items. 1) Kelly advised that Charles Halton will be ordained on Wednesday, July 22, 2020 with a limited capacity of 25 people, mostly family members. 2) With a vacancy on the Finance Committee, Kelly is interested in filling the position with a soon-to-be new member of our parish Jan Linker, who has positive experience in this type work. She comes from the Catholic faith and will be received into the Episcopal faith and become a member of St. Matthew's as soon as possible. As there were no objections voiced, Kelly will proceed extending this invitation to join this committee. 3) She is still anxiously waiting for the Collegeville proposal to be returned.

Compline –Benjamin led us electronically and concluded the meeting at 7:35 PM.

NOTE: For record purposes, this meeting was held in a voice video-conferencing format (Zoom) in compliance with national regulations established by our federal government during the nationwide COVID-19 epidemic.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Gibbs Reese', is written over a horizontal line.

Gibbs Reese, Secretary

St. Matthew's Episcopal Church
Vestry Meeting
August 18, 2020

Vestry Members Present – Madison Bailey, Faith Cirre, Susanne Cramer, Phil Eschels, Gaylee Gillim, David Holzknickt, Teri McDonald, David Niehaus, Troy Petrie, Gibbs Reese, John Shelby, Kevin Wardell and George Wheeler.

Others Present – Edie Nixon, Treasurer.

Absent - The Rev. Kelly Kirby, Rector, Amanda Harrity, and Matrid Ndife.

Clergy & Staff – The Rev. Benjamin Hart, Director of Congregational Life.

Opening Prayer – Rev. Hart opened the meeting at 6:15 with the traditional prayer and noted that a quorum was in attendance.

Reading/Reflection – Rev. Hart read a passage from the book *Life Together* by author Dietrich Bonhoeffer. While living in Nazi Germany, he was speaking to students living together in a Christian community about how GOD is working in our lives with us and further challenging us as to how messy this “community” can be.

Approval of Minutes – Gaylee noted that within the July Minutes, there were several typographical changes necessary. On a motion by Gaylee with second by Phil, the minutes of the July, 2020 meeting were approved as amended.

Financial Report – Edie Nixon highlighted the changes from the previous month including the following items.

Income Related:

1. Leveling out now but still \$6,000 above budget.
2. Cash down slightly but no significant changes.

Expense Related:

1. \$39,000 over budget – mostly due to new HVAC unit.
2. New cantors for Sunday services will be a non-budgeted expense.

Debt Related:

None.

On a motion by Gaylee Gillim with second by David Holzknickt, the report was approved unanimously, subject to audit.

2021 Diocesan Assessment

Based on the 2019 Parochial Report, the income stated therein and the 13% increase desired by the Diocese, our increased commitment is +/- an additional \$5,000. We agreed to continue our commitment to support the Diocese as requested. With a motion by Kevin Wardell and second by Gibbs Reese, the motion was approved.

2020 Diocesan Convention Deputy Selection

Due to the COVID-19 epidemic, the originally scheduled convention to be held in Paducah will likely be reorganized to a ZOOM style meeting. Representatives nominated and associated positions are:

Sarah Bailey	Deputy
Phil Eschels	Deputy
Troy Petrie	Deputy
John Shelby	Alternate Deputy
Madison Bailey	Youth Representative

On a motion by Gibbs Reese with second by Gaylee Gillim, all were confirmed.

2021 Outreach Funding Report

Faith Cirre presented her committee report wherein the recommendation is to continue funding to the same eight (8) missions currently receiving our financial support. However said support will be reduced from the current \$39,000 this year to \$31,000 for the 2021 calendar year. The report was accepted with this value to be included in the church's 2021 budget.

Expenditure Request for Communications

Funding for items not included in the original parish budget must be presented for review and discussion prior to acceptance and subsequent funding. A request from Rev. Hart of \$135.00 is to cover the cost of wiring changes associated with the camera(s) used for live streaming of our Sunday services. On a motion by Kevin Wardell with second by John Shelby, the motion passed.

Vestry Committee Liaison Reports

- Building and Grounds – Teri conducted a “virtual” team meeting in early August to begin working on a budget for the 2021 fiscal year. As usual, there continues to be a variety of both maintenance and new items needing funding. As stated above funding for items not included in the 2020 original budget must be presented for review and discussion prior to acceptance and funding. Following discussion on potential outstanding needs, on a motion made by Gibbs Reese with second by Gaylee Gillim, the Vestry approved the expenditure of up to, but not more than \$20,000 to cover expenses in the building maintenance budget for the rest of the year. Thoughts for 2021 include the planting of 75 new trees in celebration of the 75th anniversary of our church. Work on other areas continues.
- Dimensions of Faith – Susanne reports that meetings have been postponed while work continues.
- Finance – Presented herein.
- Nominating Committee – Those concluding their service are Susanne Cramer, Amanda Harrity, Matrid Ndife, Kevin Wardell, George Wheeler and Madison Bailey as youth representative. Kevin agreed to chair this group. A final slate of candidates is to be submitted at the October Vestry meeting for acceptance. Rev. Hart will provide assistance as may be requested.
- Outreach – See comments above.

- **Planned Giving** – George advised that the group met on August 10th, have about 50 participating donors but need more. Neville Blakemore will speak to this from the pulpit during an upcoming Sunday service with date yet to be determined.
- **Social Justice** – Anne Shelby reports that the group continues to meet weekly and are in the midst of a six (6) week study of a book.
- **Stewardship** – Gaylee's group met on August 11th to discuss preparation of a letter to be distributed personally by the clergy reinforcing the importance of stewardship and acknowledging past participation.
- **Bylaws** – No meeting. However Rev. Hart, on Rev Kirby's behalf, is asking this group to address the part governing the calling of special vestry meetings. Will report back next month.

Wardens' Report –

- Phil Eschels Senior Warden - reminded all that while Rev. Kirby is on sabbatical leave that Rev. Hart is in charge. He reminded us again to continue making contact with our parishioner lists and reaching out to those for support.
- Teri McDonald Junior Warden – No report other than the comments above in the Building and Grounds report.

Director of Congregational Life Report –

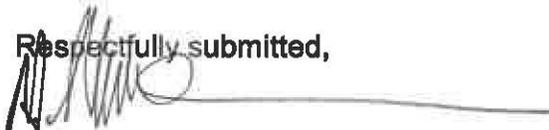
Rev. Hart spoke to the following:

- While all Sunday services have been streamed since “restrictions” were applied by the Governor, only three (3) services included parishioners before the Governor and Bishop requested this type of gathering be discontinued until further notice.
- Communities for Calling has been funded for a second year. Existing projects will continue but may be modified due to the COVID pandemic. There appears to be the potential for several new projects.
- Consideration may be given to building better relationships with those entities that utilize our building and grounds.
- The St. John's Bible exhibit will be coming to our parish in December rather than earlier scheduled.

Compline –Benjamin led us electronically and concluded the meeting at 7:45 PM.

NOTE: For record purposes, this meeting was held in a voice video-conferencing format (Zoom) in compliance with national regulations established by our federal government during the nationwide COVID-19 epidemic.

Respectfully submitted,



Gibbs Reese, Secretary

St. Matthew's Episcopal Church

Vestry Meeting

September 15, 2020

Vestry Members Present – Madison Bailey, Faith Cirre, Phil Eschels, Gaylee Gillim, David Holzknack, Teri McDonald, David Niehaus, Troy Petrie, Gibbs Reese, John Shelby, Kevin Wardell and George Wheeler.

Others Present – Edie Nixon, Treasurer.

Absent - The Rev. Kelly Kirby, Rector, Susanne Cramer, Amanda Harrity, and Matrid Ndife.

Clergy & Staff – The Rev. Benjamin Hart, Director of Congregational Life.

Opening Prayer – Rev. Hart opened the meeting at 6:15 with the traditional prayer and noted that a quorum was in attendance.

Reading/Reflection – Gaylee Gillim read the September 15th passage from the daily devotional "Forward Day by Day." She noted how the author's references to climate crisis and the "arc of history" were so timely, especially given that the narrative had been written months earlier.

Approval of Minutes – On a motion by George Wheeler with second by Phil Eschels, the minutes of the August 18, 2020 meeting were approved as submitted.

Financial Report – Edie Nixon spoke about the August 31st budget statement, noting that it was close to Joanne Coleman's estimate. With rental income down, we are behind about \$7,600 and need to encourage giving. On the expense side, the communications line is up due to the purchases for improving our virtual church services. The adult education line shows spending for Dimensions of Faith. Further Edie stated that the Balance Sheet still looks good and reminded the vestry that we do have an available line of credit if cash gets tight.

On a motion by Gaylee Gillim with second by David Holzknack, the report was approved unanimously, subject to audit.

Amendments to the Bylaws – Rev. Hart reiterated that the purpose of the revisions is to address the ability quickly to call special meetings. Wording has been adjusted such that a Vestry Meeting can be called within four (4) hours' notice rather than the current forty-eight hour (48) notice. Based on the Bylaws, this was the first reading of the proposed changes with final vote approval at the October meeting. Thanks was extended to Kevin Wardell and his committee for the excellent work.

Vestry Committee Liaison Reports

- **Building and Grounds** – The published list of outstanding items needing attention continues to decrease thanks to parishioners' participation. Budget funds continue to decrease as we near the fiscal year end. The soffit replacement and new gutter work is progressing well and should be completed within the next several weeks. We await response from two (2) consulting engineering firms to provide evaluations of our existing building operating systems. Site landscaping continues thanks to Sara Ceresa and her team.
- **Dimensions of Faith** – Author D. L. Mayfield will be in our presence on Sunday October 18th to preach at both services and present a Zoom program that evening.
- **Finance** – Presented herein.
- **Nominating Committee** – Kevin Wardell continues to assemble this committee and has gathered names of perspective members.
- **Outreach** – Excellent response continues from parishioners and the community with several cars being filled weekly with food donations delivered to both St. George's and Calvary. Earlier in the month, we had another positive response with school supplies for the less fortunate. And in September, coats and jackets are being received as fall begins.
- **Planned Giving** – Nothing new since last month's meeting on August 10th. Need to get "pulpit presentation" scheduled with clergy and Neville Blakemore.
- **Social Justice** – No report.
- **Stewardship** – Gaylee reported that the group met on August 11th to discuss preparation of a letter to be distributed personally by the clergy reinforcing the importance of stewardship and acknowledging past participation.
- **Bylaws** – Presented herein.

Wardens' Report –

- **Phil Eschels Senior Warden** - Another friendly reminder to continue reaching out to fellow parishioners, offering concern and prayers as appropriate.
- **Teri McDonald Junior Warden** – Refer to the Building and Grounds report above.

Director of Congregational Life Report –

Rev. Hart spoke to the following:

- **Collegeville classes** are resuming with Juson Klassen conducting a cooking class. Sarah Johansen will be coordinating upcoming events.
- The financial budget process has begun by staff for each area with first draft to be presented at our next meeting.
- Based on a decreasing positivity rate of the Covid19 virus, Rev. Hart, John Shelby, and Phil Eschels have the opportunity to decide when and under what conditions parishioners can return for Sunday services.
- The Diocesan Convention will occur electronically this year as details continue to be synchronized with more to follow as the time draws near.
- Sara Bailey will be leading a new group over the next several months to identify congregational goals for the next five (5) years.

Theological Reflection – Rev. Hart noted the incredible outreach and giving to others by parishioners and staff during these very trying times. We concurrently acknowledged the same for our clergy too. So many step forward in a multitude of ways to help and support others.

Compline Gaylee led us electronically followed by Benjamin concluding the meeting at 7:25 PM.

NOTE: For record purposes, this meeting was held in a voice video-conferencing format (Zoom) in compliance with national regulations established by our federal government during the nationwide COVID-19 epidemic.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Gibbs Reese", followed by a long horizontal line extending to the right.

Gibbs Reese, Secretary

**St. Matthew's Episcopal Church
Vestry Meeting
October 20, 2020**

Vestry Members Present – Faith Cirre, Susanne Cramer, Phil Eschels, Gaylee Gillim, Amanda Harrity, Teri McDonald, Matrid Ndife, David Niehaus (joined at 7:20 p.m.), Troy Petrie, John Shelby, Kevin Wardell and George Wheeler.

Others Present – Edie Nixon, Treasurer.

Absent – The Rev. Kelly Kirby, Rector, Madison Bailey, David Holzknicht, and Gibbs Reese.

Clergy & Staff – The Rev. Benjamin Hart, Director of Congregational Life; Joanne Coleman, accountant.

Opening Prayer – The Rev. Benjamin Hart opened the meeting at 6:15 with the traditional prayer. He noted that a quorum was not in attendance, proceeding with the reflection while awaiting latecomers.

Reading/Reflection – George Wheeler read from "The Power of Love," a book by Presiding Bishop Michael Curry. The passage quoted from the Song of Solomon as well as Rev. Martin Luther King, Jr. and noted that the source of love is God himself. George also mentioned a memorable line from the musical "Les Miz": to love another is to see the face of God.

Approval of Minutes – After establishing the presence of a quorum, Rev. Hart asked for consideration of the September minutes with a couple of typographical revisions. On a motion by Gaylee Gillim with second by George Wheeler, the minutes of the September 15, 2020 meeting were approved.

Financial Report – Edie Nixon first addressed the balance sheet, noting that we are low on cash and will be sending out pledge statements shortly. Reviewing next the general fund budget statement, Edie pointed out that the gap between income actual and budget is a \$37,000 shortfall in pledges and rentals. The building fund balance sheet shows approximately \$120,000 in cash. Edie moved on to the outreach statement (as budgeted) and endowment fund (still over \$1 million benchmark).

On a motion by Kevin Wardell with second by John Shelby, the report was approved unanimously, subject to audit.

Edie then asked if there were any questions before proceeding to discussion of the 2021 budget. The building fund account (capital expenditures sheet) shows that in July of next year we will run out of money to make our monthly loan payments. Phil asked about options, and Edie responded that the Finance Committee should weigh in and discuss.

2021 Proposed Budget – Edie continued with the budget sheets, which show 2020 (approved) and 2021 (proposed) columns. She reminded us that our stewardship campaign will take place in November.

Rev. Hart addressed the difficult decisions needed to overcome the \$16,000 budget shortfall. The church is unable to sustain three full-time staff; consequently, effective June 1, 2021, Callie Hausman's position will end. Her job will be divided between two part-time hires (one 15

hours/week and the other 12 hours/week). The church will continue to pay Callie's health care coverage through November, when she will be eligible for Medicare. Rev. Kirby was aware pre-sabbatical that the 2021 budget would likely include such a measure.

Joanne noted that no first quarter Saints Hall rentals were factored into the 2021 budget assumptions. Discussion included that our church does not want to deplete the endowment and leave nothing for future generations. The main budget "risk" is that 2021 pledges do not materialize as forecast. For right now, about 95% of our 2020 pledges are current.

Rev. Hart stated that the vestry needed to consider a requested \$1,010 increase in the 2020 communications budget due to extra equipment expenses related to streaming our Sunday services. Kevin Wardell moved approval and Phil Eschels seconded the motion, which was unanimously passed.

Edie Nixon and Joanne Coleman left the meeting at 7:20. Rev. Hart reminded the vestry to send budget questions to him, Edie, or Joanne as this is the window available before the 2021 budget is finalized.

Amendments to the Bylaws – Rev. Hart reminded the vestry that the proposed change allowing an emergency meeting to be called with a four (4) hour notice was discussed at the September vestry meeting. This amendment, and related topic heading and renumbering provisions, was presented for a final vestry vote. On a motion by John Shelby with second by David Neihaus, the bylaw amendments were unanimously approved.

Vestry visioning retreat – Rev. Hart noted this is scheduled for the upcoming weekend (October 24 and 25) and Sara Bailey will facilitate. Materials have been e-mailed to the vestry for review.

Vestry Committee Liaison Reports

- **Building and Grounds** – Teri McDonald, chair, reported that we are postponing any unnecessary projects until 2021. The soffit repairs are finished.
- **Dimensions of Faith** – John Shelby noted that the most recent event, held on Zoom October 18 with Danielle Mayfield and Brandi Miller, was well received. Anne Bogel did an excellent job in moderating and organizing details.
- **Finance committee** – already covered.
- **Nominating** – Kevin Wardell, chair, reported four (4) members of the parish have already accepted nominations for the incoming vestry. The committee is still looking for a youth representative.
- **Outreach** – Faith Cirre stated that the committee had to adjust its funding because its budget decreased from 2019.
- **Planned Giving** – George Wheeler mentioned that the 2020 luncheon had been postponed.
- **Social Justice** – Matrid Ndife, chair, noted that planning is ongoing for their group.
- **Stewardship** – David Neihaus stated that both Rev. Hart and Rev. Kirby will hand-deliver stewardship letters during the November campaign.

Wardens' Report

- **Phil Eschels, Senior Warden** – reminded vestry to continue with calls and notes, reaching out to parish.
- **Teri McDonald, Junior Warden** – refer to Buildings and Grounds report above.

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Director of Congregational Life Report – Rev. Hart mentioned that he served as a diocesan representative to a recent meeting held by the national standing committee on liturgy and worship. He noted that rather than revising the Book of Common Prayer, the committee is working on expanding language (i.e., adding options).

Theological Reflection – Keeping the goals of our parish at the forefront, vestry members mentioned the importance of outreach to those unable to leave the house and the caring approach shown relative to staff changes.

Compline – George led us electronically followed by Rev. Hart concluding the meeting at 7:55 p.m.

NOTE: For record purposes, this meeting was held in a voice video-conferencing format (Zoom) in compliance with national regulations established by our federal government during the nationwide COVID-19 epidemic.

Respectfully submitted,



Gaylee W. Gillim, Acting Secretary

St. Matthew's Episcopal Church

Vestry Meeting

November 17, 2020

Vestry Members Present – Madison Bailey, Faith Cirre, Phil Eschels, Gaylee Gillim, David Holzkneckt, Teri McDonald, David Niehaus, Troy Petrie, Gibbs Reese, John Shelby, Kevin Wardell and George Wheeler.

Others Present – Sara Bailey and Edie Nixon, Treasurer.

Absent - Susanne Cramer, Amanda Harrity, and Matrid Ndife.

Clergy & Staff – The Rev. Kelly Kirby, Rector and the Rev. Benjamin Hart, Director of Congregational Life.

Opening Prayer – Rev. Kirby opened the meeting at 6:15 with the traditional prayer and noted that a quorum was in attendance.

Reading/Reflection – Kevin Wardell spoke about the difficult times we have been going through the last 8 months and the varying impacts on each of us. It's nice to have both clergy back in our presence. Benjamin was complemented for the fine work he did leading the parish while Kelly was on her sabbatical.

Approval of Minutes – The minutes of the October 20, 2020 meeting were accepted as written.

Financial Report – Edie Nixon provided highlights for each of the following October 31st reports:

Balance Sheet:

- a. Things are especially tight for this time of year for expenses versus income.
- b. Yet to receive PPP waiver of repayment or interest from the government.
- c. Stock Yards Bank loan continues to decrease.

General Fund Statement:

- a. The year to date total income is \$57,413 below what was budgeted.
- b. Loose offerings remain very positive with \$16,000 over budget.
- c. Noted building maintenance under budget for month.

A motion was made by Gaylee with a second by Phil, this report was approved as presented, subject to audit.

2021 Proposed Budget Income

- a. Building Fund – Sufficient to get thru June.
- b. Anticipated balance of \$19,500 at end of the 1st quarter available in the endowment.

What will be available in the Endowment subfunds:

- a. Assets, Memorials & Aesthetics expects to have \$4,500 to spend.
- b. Dimensions of Faith will receive \$10,250 from restricted funds.

- c. Outreach will have available a slightly reduced fund of \$10,200.
- d. Rental income is decreased because of the pandemic.

2021 Proposed Budget Expenses

- a. Diocesan pledge of \$96,601 approved.
- b. The outreach budget is \$34,220 or \$64 less than in 2020.
- c. Salaries slightly smaller due to reconfiguration of staff positions.
- d. Health insurance remains almost unchanged.
- e. Total estimated to be \$811,000.

Edie reminded all in attendance that the income projections are a “snapshot” projection based on existing conditions versus anticipated increases of funding from parishioners and other sources. On a motion made by David Neihaus and second by Phil Eschels, the 2021 budget was approved as presented.

SMEC Vision Summit Session #4

Through a ZOOM format, Sara Bailey led the group through another exercise to further the development of new goals for both vestry and congregation moving forward during the next five (5) years.

She reviewed our previous 5-year goals and discussed some of the benchmarks that we set and how we progressed toward each goal.

1. Increase congregational commitment.
 - a. Abbi Long helped us focus on helping church members participate in three areas of church life: worship, education/formation, service.
 - b. We have focused on year-round stewardship and did a lot of work on planned giving.
 - c. We have created a process for incorporating newcomers/visitors
 - d. Children and youth ministry:
 - i. Toy library was established
 - ii. New volunteer roles established
 - iii. Added a second Godly Play room
 - iv. The Bridge was adapted and is now Walking in the Word
 - v. Strong confirmation program
 - vi. Sent the youth on a mission trip
2. Focus and strengthen our outreach ministry
 - a. The work of creating a process for our outreach ministries was completed by 2016.
3. Increase membership by 15% by 2020
 - a. We did not quite hit this mark.
 - b. We did grow, but not this much. Our growth has been passive, not active.

Vestry members were divided into two groups with Benjamin’s group focused on Values and Sara’s group focused on Goals. Following a review by each group to the other, we mutually discussed ideas for a new recognizable “tag line” for the community of St. Matthew’s. While there were some very interesting suggestions put forth, no selection or recommendation was made. Next steps should be:

- a. finalize the goals and wording for each of the two groups
- b. create a one year benchmark
- c. create a Vision Implementation Team
- d. share this work during the Annual Meeting in January

Nominating Committee

Kevin Wardell presented the slate of nominees for the 2021 vestry, generated by the Nominating Committee. The slate is Sara Ceresa, Bill Shory, Rhody Streeter, Speed Stodghill and Peggy Woolley. A youth representative is yet to be nominated. A motion was made by Kevin Wardell on behalf of the Nominating Committee and was seconded by Gaylee Gillim. The slate was approved. The slate will go before the Annual Meeting in January.

Vestry Stewardship Calls

Letters will be sent not later than the end of this week to all current pledging units with requests for the 2021 calendar year. For pledge commitment responses not received by December 7th, a team led by David Niehaus will lead a group of volunteers to make follow-up telephone calls. The vestry was asked to indicate who they would willing to call on a document that Kelly shared. A list will be prepared with who will call whom. Additionally several scripts will be developed to further support this effort.

Vestry Committee Liaison Reports

- Building and Grounds – Competitive prices were solicited for routine maintenance service of our heating and cooling systems resulting in a new contractor being selected with a savings of approximately \$1,000. The entrance railing at the Saints Hall entrance has been repaired and a fresh coat of paint applied. In the same area, a hole beneath the concrete sidewalk has been filled with additional new concrete.
- Dimensions of Faith – To meet this Sunday.
- Finance – Presented herein.
- Nominating Committee – See earlier comments.
- Outreach – A very busy month with several carloads a week delivering food contributions to our churches in the west end and received 75+/- adult winter coats and 25 +/- children's coats for distribution to the disadvantaged. The Advent Tree will be arriving shortly so take an item and fill a request, or two. Continue evaluating ways to offer "gifts" to other organizations within the community.
- Planned Giving – Meeting in early February.
- Social Justice – Meeting this evening.
- Stewardship – See earlier comments.
- Bylaws – See earlier comments.

Wardens' Report –

- Phil Eschels Senior Warden - Another friendly reminder to continue reaching out to fellow parishioners, offering concern and prayers as appropriate.
- Teri McDonald Junior Warden – Refer to the Building and Grounds report above.

Rector's Report –

Rev. Kirby spoke about to the three items below:

1. The Diocesan Convention was held via a ZOOM format this past weekend and our St. Matthew's played a significant role as Saints Hall was transformed into the technology center for all communications during the meeting. She noted that the music was missed, the classroom presentations were helpful, unfortunately there were some voting difficulties within the electronic process but generally all went well, she presented six (6) resolutions related to social justice and all passed.
2. The Saint John's Bible will be at the church for viewing and reflection between December 6th and 31st. Due to COVID-19 regulations there will be capacity regulations for viewing. The sanctuary will also be available for meditations and reflections.
3. Benjamin was complimented for the great work he did during Kelly's absence.

Theological Reflection – Rev. Hart noted the incredible outreach and giving to others by parishioners and staff during these very trying times. We concurrently acknowledged the same for our clergy too. So many step forward in a multitude of ways to help and support others.

Compline Kevin Wardell led us electronically followed by Kelly concluding the meeting at 7:40 PM.

NOTE: For record purposes, this meeting was held in a voice video-conferencing format (Zoom) in compliance with national regulations established by our federal government during the nationwide COVID-19 epidemic.

Respectfully submitted,



Gibbs Reese, Secretary