



St. Timothy's Vestry Minutes

March 2, 2021 (virtual meeting via Zoom)

Vestry Minutes taken by Katharine Wells, Clerk of the Vestry

Present: Pastor Stephanie Kopsch (Interim Rector), Mother Lauren Grubaugh (Associate Rector), Shawn Murphy (Senior Warden), Bob Fullerton (Junior Warden), Dennis Haugh (Treasurer), Dominic Dezzutti, Tim Mills, Victoria Parker, Ann Pontius, Jessica Ross, Jennifer Saldanha, Neil Scarlett, Marie Schriefer, Katharine Wells

Absent: none

Called to Order & Agenda Review

6:37 p.m. – Shawn opened with a prayer and called the meeting to order. A quorum was present. No adjustments were made to the agenda.

Approval of Minutes

6:38 p.m. – For the minutes from the Annual Meeting in January, Bob emailed a copy with a few typos corrected. Jessica moved to approve the minutes as corrected, and Victoria seconded. Approval was unanimous.

For the minutes from the February meeting, Bob emailed a copy with a few typos corrected. Ann moved to approve the minutes as corrected, and Jessica seconded. Approval was unanimous.

Spiritual Reflection

6:41 p.m. – Pastor Stephanie led a spiritual reflection. She read from 1 Kings Chapter 19. She noted that in the story, Elijah says, "I'm done" to God, and God lets him eat and sleep, giving him grace. She asked the group to reflect and share, "Where are you giving yourself grace this Lent?"

Treasurer's Report

7:05 p.m. – In advance of the meeting, Dennis shared a memo along with the monthly financial statement documents. The memo included details on a request for funds for sound and video equipment. John Freeman joined this portion of the meeting to answer questions. John confirmed the fourth video camera is needed both for the near-term to more easily live stream services outside and for continuing long term use. Bob moved to approve funding for the near-term sound and video equipment items, which includes an additional camera, for up to \$4,000, as detailed on Attachment 1 from the Treasurer's report. Tim seconded, and approval was unanimous.

Dennis noted that for February, our level of giving was around the same level as last year this time, which included a number of pledges being fulfilled early in the new year.

Clergy and Warden Reports

7:16 p.m. – Pastor Stephanie emailed a written report in advance of the meeting. The group discussed Pastor Stephanie's note about connectedness from her report. Pastor Stephanie reiterated that she does not have a good feel for the congregation, and she does not know how to get that information with online recorded services lacking ability for feedback. She highlighted that while the pandemic is going on, the new rector will also have similar problems. The group discussed the virtual coffee hours and options to restart those to help parishioners be able to check-in with each other as a congregation. The group also asked questions about returning for various in-person events, outside or inside. Pastor Stephanie shared she is hoping to re-start outdoors services after Easter and

continue outdoors through the summer, depending on the restrictions at the time. Many in the group shared their hopes and concerns about the congregation during this time.

7:47 p.m. – Shawn emailed his Sr. Warden's report in advance of the meeting. The AV position has been posted, and applications are now coming in. Shawn is still discussing the needs for the office administrator position.

7:48 p.m. – Bob emailed his Jr. Warden's report in advance of the meeting. ServePro will soon start the repair from the recent water damage.

Rector Search Report

7:48 p.m. – Shawn noted that Bob volunteered to be the chair of the Profile Committee. This group recently met with Cannon Vanessa to discuss the process. Bob explained that they plan to develop a charter for the committee, and they will also develop a timeframe and communications plan.

New Business

7:50 p.m. – *2019 Financial Audit*: Dennis provided a written summary of the Finance Committee's recommendations from the audit. He explained the main area we need to work on is confirming we have the right levels of insurance in the right areas. This will be one of his priorities over the next year. Another one of the auditor's recommendations was to create a video record to inventory fixed assets. Bob completed this inventory video recently. Dennis thanked Dana for her excellent job creating a strong financial system for St. Tim's over the past few years.

7:59 p.m. – *Identify Spring Vestry Retreat Dates*: Shawn explained the Vestry Retreat is an opportunity for community building and identifying our goals for the year. Katharine will set up a doodle poll to help the group identify a date for the retreat in May or June.

Vestry Retreat Group Reports

8:01 p.m. – Shawn invited the groups to share any updates.

Parish Ministry Assessments: Dominic emailed the full report to the group in advance of the meeting. He highlighted the two ministries that requested involvement – youth ministries and Samaritan Outreach. For Samaritan Outreach, Bob asked the group to consider ways to get involved and lead the church by example. He shared a few recent examples, such as the SNAP Challenge during Lent.

Small Group / House Ministries: Nothing to report this month.

In-person Worship: Nothing to report this month.

Calendar Review

8:09 p.m. – Shawn reviewed the upcoming calendar item.

- Vestry Meeting on April 6

Additional Business

8:10 p.m. – *New Internet Service Provider Update*: Dennis shared we received bad news from Ting about our new internet service contract. Ting will install the equipment and start their service in March 2022, not March 22nd of this year as previously understood. Dennis and others have reassessed the options for internet service. The only other option would be to contract with Comcast for a monthly fee of \$250 and \$9,000 for installation. However, the group does not believe the service and internet speeds would be any better than with our current service. This poses a significant challenge for live streaming worship services, as the internet upload speeds are very slow compared to our needs. However, we plan to continue as is for now with Adam live streaming from his home. Once we return to outdoor services, we will plan to live stream like we did last summer. Given no other viable options for internet service in the short-term, we will wait for Ting's service to begin in March 2022.

Next Meeting

The next meeting of the Vestry will be Tuesday, April 6, 2021 at 6:30 p.m.

Adjourn

Mother Lauren offered a closing prayer.

There not being any additional business, Dominic moved, and Dennis seconded the motion to adjourn at 8:26 p.m. Approval was unanimous.

Between Meeting Votes

Parish Profile Committee: On February 16, Shawn emailed a resolution for a vote to form a Profile Committee to engage with the parish to develop a parish profile, which will be used to inform candidates in our Rector search process about who St. Timothy's is, how we got to be who we are, and where we see God calling us next.

Resolution:

Whereas, St. Timothy's Episcopal Church in Centennial Colorado is in transition between rectors;

Whereas, a Parish Profile is needed to provide information to potential candidates about the St. Timothy's community of faith, including our history, who we are today, and where we discern God is calling us next

Resolved, That St. Timothy's vestry form a Profile Committee consisting of the following five members: Mary Carr, Bob Fullerton, Nancy Hough, Donna Packard, and Jason Parker, to create a Parish Profile.

The Vestry approved unanimously via email between February 16 and February 19.

Annual Parochial Report: On February 11, Shawn emailed the Vestry for approval of the Annual Parochial Report, which requires Vestry approval before submission to the Bishop's office. The Vestry approved unanimously via email between February 11 and February 15.

Respectfully Submitted,



Katharine Wells
Clerk of the Vestry