

St. Mark's Episcopal Church

Vestry Meeting

August 23, 2020

Members Present: Rev. Keith Yamamoto, Sally Monastiere (clery), Julia Warren, Larry Shade, Andrea Griffin, Kay Alexander, Jackie Wilds (guest), Edwina Golightly, Vicki Levario (clerk), Jay Chok, Marcia Godwin, Kate Flannery (guest), Ken Drew, Kathryn Barbour, Gisele Tackoor (guest), Guen Vinnedge (guest)

Members Absent: None

Opening Prayer given by Rev. Keith Yamamoto.

Meeting called to order at 1:10 PM

Agenda approved.

New Business: Readiness Task Force update - Self Screening Form reviewed. Process of completing the form discussed. This form would also be used for contact tracing, if needed. Suggestion made to add a signature line. Suggestion made that further minor changes or updates to the form can be made by the Task Force with update given to the Vestry. M/S/A

Addendum to the Facilities Use Agreement – Addendum reviewed and form accepted without change. M/S/A

Drive-by wafer pick-up – Process discussed where parishioners could drive into the back parking lot where they could pick up consecrated wafers in envelopes. Lay ministers would attend, wearing gloves and masks. This would occur on Saturday mornings. This may help to provide more of a sense of community within the church. The Worship Committee was included in this work. The Readiness Task Force needs to approve this then Kate will send to Vestry for approval.

A survey will be coming out soon for parishioners to complete. Kate will report at the next vestry meeting.

Discernment – Guen Vinnedge reported on the process of discernment. Committee started last April. Recommendation has been made to have Julia Warren go to the next step. Julia thanked the Discernment Committee for their involvement and encouragement. Motion made to accept this letter. M/S/A

S.B. County Head Start/St. Mark's Preschool – Marcia Godwin reported on the progress working with the County. This will not occur quickly, probably at the beginning of next summer. Their approval process takes at least eight weeks. Our preschool can continue through this period. Their commitment will be at least five years with possibility of renewal. Rent hasn't been discussed at length. They are currently paying \$.78 per sq. foot at a school property. Janitorial costs will be an issue. It's the County's option to

extend the lease. Lease terms still to be discussed. This may or may not be a money maker for the church but could offer some financial stability for the church.

Jackie Wilds updated the vestry with the preschool progress. Enrollment is low at this time for September, now only 14 children confirmed are returning. Parents have until August 31st to confirm enrollment. Some will not be back until the spring. Virtual classes are being explored. Jackie is looking into getting a permit for this. The costs for janitorial work may make the cost prohibitive for the preschool. Thinking of using the library space but isn't aware of the WiFi availability in that building. The license is for Childcare Center license for K thru 12. The cost is approximately \$500. Children will bring their own laptops and lunches. Need updated costs/pricing to make a decision. Additional input would be needed from the Readiness Task Force. Need input from Dale Biggs, Ken Drew and Marcia Godwin once costs are determined which needs to be done in short order as this is time dependent for parents and their plans for their children.

Outreach has consisted of Jackie contacting parents by email, calling, the banner in front of the church, and word-of-mouth.

Should we communicate any information to the County or just let it flow as is for now? The County is currently assessing their needs. Things may look very different over the next few months. Need to find out how flexible they are about the five year lease and the control over extending the lease. More information is needed prior to any decision making can occur.

Consent Agenda – Minutes approved. M/S/A

Acceptance of Reports – Fellowship reported that there is an event per month. Next month is the 110th anniversary of St. Mark's. All submitted reports were accepted. M/S/A

Finance – Reports sent out. Preschool is not completely separated out from the School accounts. Finance Committee recommended the reports be filed for audit. M/A

Old Business: Switching website URL – Julia reported that the current church domain expires in September. If we do not renew this website will be taken down. We could adopt the School website and repurpose it for the church. This would preserve all the church information. Some information should be available for the Preschool as well. Notification would need to be made to all the parishioners as that is their source of information. Julia will work with Natalie Dunlap, Rev. Keith Yamamoto and Barbara Harris.

Concerns were raised about having another school at St. Mark's and the confusion this may cause. It may be very touchy to some. There are legal issues that would need to be addressed. These issues will be forwarded to Dale for inclusion in any discussions with potential renters. Here are some considerations raised:

1. The prospective school needs to be incorporated Not for Profit. Otherwise, it affects property taxes

2. The name of the school needs to be on file with the State Dept of Education
3. Notice of Non-discrimination must be published
4. Proof of insurance required
5. Employees must have proof of Safeguarding our Children and Misconduct training or the equivalent.

An alternative could be that we advertise the use of the facility for outdoor events as a potential revenue stream.

Closing prayer was given by Kay Alexander.

Meeting adjourned at 3:15 PM.

Submitted by,

Vicki Levario, clerk