

St. Mark's Episcopal Church
Vestry Meeting Minutes
July 1, 2020

Present: Fr. Gaston, Derek Gordon, Sr. Warden; Beth Crowl, Linda Deuble, Grace Giammarco, Bob Kennedy, Marcia Kiesling, Beck Rand, Caroline Willoughby

Excused: Bruce Hixon, John Wise

Guest: Charlie Kiesling, Treasurer

The Vestry met virtually via Zoom due to the COVID-19 pandemic.

The meeting was called to order at 5:30pm. Beth led the opening devotions.

Beck **motioned** to accept the minutes of the May 6, 2020 meeting. Linda seconded the motion and the motion was unanimously approved.

Nomination of Junior Warden

- **Junior Warden Vacancy**
 - Derek informed Vestry that Grace Giammarco expressed interest in filling the Junior Warden position that was vacated upon Rhonda Warren's move out of the area.
 - Linda **motioned** to appoint Grace as Junior Warden. Bob seconded the motion. The motion was unanimously approved.

Finance Committee

- **COVID-19 Emergency Expenses**
 - Charlie reported that we have currently spent \$1,585 on COVID related expenses. He anticipates that we will likely spend closer to \$3,000 before operations return to normal.
- **Diocesan Grant Request**
 - The grant request to the Financial Committee of the Diocesan Council to be used for the parking lot repairs, paving, and boiler replacement has been approved.
- **Revised Recommendation for Paving Project**
 - Derek and Charlie requested that the Vestry amend the previously approved motion to pave the parking lot to remove the addition of a northern entryway and include the addition of a power line under the parking lot to the Betty Fortney Sanctuary in an amount not to exceed \$82,000. Linda **motioned** to approve the request. Beth seconded the motion. The motion was unanimously approved.
- **Property Brush Hogging Proposal**
 - Derek summarized a proposal that was developed by the Buildings and Grounds Committee and Finance Committee regarding brush hogging work being conducted by St. Mark's neighbor, Frank Kemp. Mr. Kemp has provided these services for the past year and is willing to continue to do so.
 - The Committees estimated that \$250 per service would cover what it would cost the church to rent equipment and do the work themselves. This amount would also cover some maintenance to Mr. Kemp's equipment and his time.
 - Bob Kennedy **motioned** to approve paying Mr. Frank Kemp \$500 for brush hogging services rendered and \$250 for each future service with a maximum of three services per calendar year. Grace seconded the motion. The motion was unanimously approved.

- **Thanksgiving Basket Matching Proposal**
 - The Thanksgiving Basket program is changed this year due to COVID precautions to where they are only asking for financial donations instead of food donations. We will allocate a portion of our outreach budget to this effort and ask parishioners to match it.
- **Altar Guild Checking Account**
 - At the recommendation of the Finance Committee, Beth **motioned** that effective July 1, 2020 Eloise Hochwalt and Office Manager Katie Kuceyeski will be the authorized signers for the St. Mark's Altar Guild checking account at Key Bank. Caroline seconded the motion and the motion was unanimously approved.

Senior Warden's Report

- **Weaver Agreement Review**
 - Caroline **motioned** to approve the 5-year extension of Weaver's lease at the end of the current term. Beck seconded the motion and the motion was approved unanimously.
- **Stark Country Fair Participation Recommendation**
 - Bob **motioned** that we postpone participation in the Stark County Fair until 2021, and request to have our deposit refunded. Linda seconded the motion and the motion was approved unanimously.
- **Polling Location Recommendation**
 - We will remain a polling location through the Fall 2020 election. We are providing an important public service, especially in a Presidential election year.

Transition Update

- **Search Process**
 - All activity continues to be on hold due to the COVID-19 pandemic.

Rector's Report

- **Funerary Protocol**
 - Fr. Gaston prepared and distributed Funerary Standards for the Pandemic Period.
- **Sunday Services**
 - Bob has expanded a group of volunteers to make sure the outdoor chapel or the inside sanctuary is set up for services every Sunday.
- **Office Hours**
 - We are on track to resume midweek office hours for Fr. Gaston and Katie on Wednesdays beginning July 15, 2020.
- **Rector Search**
 - Fr. Gaston has assured the Wardens and the Search Committee that he will stay with us until we find a new rector.

The meeting was adjourned by consensus at 6:40pm.

The next meeting is Wednesday August 5, 2020 at 5:30pm. Bruce will provide the devotions.

Respectfully submitted,



Karen Violand
Clerk