

Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

May 19, 2020



Present: Dave Guilfoyle, Deacon; Pete Lindsay, Sr. Warden; John Harper, Jr. Warden; Jim Michael, Treasurer; Stacey Peterson, Clerk; Vestry members: Rosalyn Benson, Karen Ander Francis, Ken Grabach, Lisa Herrmann, Glenn Julian, Bonnie Mason, Ellen Reister and Margaret Smith; Guest: Karen Schilling, chair of Human Resources Committee

Absent: Martin Ganev

Spiritual reflections led by Rosalyn

Agenda for 5-19-2020 meeting: Unanimously approved – Rosalyn moved and Karen Ander Francis seconded

Reminders

Tuesday, May 26, 9:30 a.m. – Drive-by salute to Palmer family 9:30 a.m.

Choir Director Update – Jim

An offer was made for the choir director position, but that candidate took another job. The committee will meet in person with a second candidate. That person has already been interviewed virtually.

HR Update – Karen Schilling

We need to decide on appointing the interim rector this week, Karen said. The HR Committee recommends offering Terri Thornton a half-time appointment, with a reassessment on August 1 to see if half time is sufficient for the job responsibilities.

The thinking behind the recommendation is that several people are covering various responsibilities the rector normally handles, Karen said. Pete noted that with the workload we're expecting, the numbers aren't unreasonable. The interim rector's responsibilities would include Sunday services, funerals, setting agenda for and chairing Vestry, working with Dave, working with certain committees and commissions.

A motion to have the Human Resources Committee chair and the senior and junior wardens be the reps to a committee that would meet with Jason and Terry in two weeks was unanimously approved – John moved and Rosalyn seconded.

Farewell to Rev. Sara Palmer and family -- Pete

- An email went to the parish to send in remembrances and well wishes for a scrapbook for Sara by June 1.

- A drive-by salute will take place May 26 at 10 a.m. John will assemble a parade of vehicles to meet at the Post Office [this was later changed to Kramer School] at 9:30 a.m. and the drive-by will happen at 10 a.m.
- Various non-parishioners will be invited, the police chief notified and the Post Office contacted for permission.

Implementing the Diocesan Planning Guidelines for opening up – Pete

John and Pete attended a Zoom meeting with Bishop Breidenthal last week that addressed how parishes would go about reopening for possible in-person worship. Pete noted the following:

- We need a checklist of what must be done in the following the areas: physical modifications, signage, sanitizing, information distribution, attendance selection, personal behavior guidelines
- Pete set a mid-June deadline to come up with detailed protocols based on the Diocese's guidelines.
- Elaine, as chair of the Building Committee, is being included in this planning; she will help oversee Joy Tipton's work on the cleaning side.
- Kim must be included. She and Joy are knowledgeable on vendor and supply questions.

Various Vestry members volunteered for specific areas: John and Ken for physical modifications and sanitizing; Bonnie and Karen for information distribution; others said they would participate where needed.

Outreach discussion -- John

The following points were made in a discussion about the future of the Outreach Commission and outreach in general at Holy Trinity:

- It's a good time to think about this, while the pandemic limits what we can do in this area.
- Several people said they hope Community Dinners continue because the need is likely to grow, and it's a good way for the church to serve the community beyond distributing money.
- We need to rethink how food is made and served, and other needs, such as transportation, considered.
- The Oxford Community Needs Awareness group might be a good place to broaden the Community Dinner discussion beyond Holy Trinity.
- Outreach doesn't have to be just about food. We need to know more about our neighbors.
- A committee is needed to re-evaluate what the Outreach Commission is being asked to do.

Closing prayer led by Rosalyn

Respectfully submitted,

Stacey Peterson

Stacey Peterson, Clerk