

## Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

June 23, 2020



**Present:** Terri Thornton, Interim Rector; Dave Guilfoyle, Deacon; Pete Lindsay, Sr. Warden; John Harper, Jr. Warden; Stacey Peterson, Clerk; Vestry members: Rosalyn Benson, Karen Ander Francis, Ken Grabach, Lisa Hermann, Glenn Julian, Bonnie Mason, Ellen Reister and Margaret Smith; Guest: Elaine Brandner

**Absent:** Jim Michael, Treasurer; Martin Ganev, Vestry member

### **Spiritual reflections** led by Pete

John shared a draft of the “Guidelines for Worshipping Together” paper and a cover letter to the congregation for Vestry review. The letter will go out with the guidelines as a printed mailing and email, and will also be posted on the website and Facebook page.

### **LINE-BY-LINE DISCUSSION OF GUIDELINES**

These guidelines are for parishioners, so we don’t need to include every last detail. Separate guidelines will be provided for people doing the setup and running operations.

#### **Changes suggested for introductory paragraph:**

- Change “yesterday” to a date.
- We need to decide what our primary demographic area is by which to monitor flat or declining infection rates – state, region or Butler County or multiple counties?

#### **Changes to the “Here’s what to expect” section:**

- Bullet 2: Change to “Attendance is limited, and reservations will be required” and move this statement to the “Entering and exiting” section.
- Bullet 3: Change to “Parishioners in vulnerable age groups and those with underlying health conditions should take extra precautions. Those who are ill or showing any symptoms should not attend.”
- Bullet 3, sub-bullet 1: Change this bullet to “Physical contact with others must be avoided – no handshakes, no hugs, no touching.” Delete the rest of what’s there.
- Bullet 3, sub-bullet 2: Change to “Masks are required and disposable masks will be provided.” Delete the rest of what’s there. (The discussion of cloth mask availability can be in some other venue, such as the Triad.)
- Bullet 3, sub-bullet 4: Needs to say there will be no offering as part of the service, as well as indicating where collection plates will be and that people can give online and send checks.

#### **Changes to “Entering and exiting the church” section:**

- First bullet should be “Attendance is limited, and reservations are required” (see above).

### **Changes to “Worship” section:**

- Bullet 1: Change “Terri” to “Rev. Thornton.”
- Bullet 2: Revise to say “We will continue to use Facebook to stream ...”
- Bullet 2: Also, add a sentence that directs people to the Facebook group and provides a link or URL, whichever is appropriate for the format of communication.
- Add a bullet that a bulletin with the Order of Worship will be provided by ushers.
- Add a bullet that it’s OK to bring e-devices for people more comfortable following a digital version of the Order of Worship.

### **Changes to the “Music” section**

- Eliminate “Music” section and move the one bullet to the “Worship” section.
- Revise the music bullet to read something along the lines of: “Our organist Phillip Roberts and violinist Annette Misener will provide live music during this time when singing cannot be part of our services.

Terri noted that, though not appropriate for these guidelines, Vestry should look at the Diocese guidelines for restrooms and consider how we will handle restroom access.

### **LINE-BY-LINE DISCUSSION OF COVER LETTER**

- 1<sup>st</sup> paragraph, 1<sup>st</sup> sentence: Delete “yesterday.”
- 1<sup>st</sup> paragraph, 2<sup>nd</sup> sentence: Delete sentence in parens “(Link to June 19 msg)” and, instead, link the words “reopening of our churches for worship.”
- 2<sup>nd</sup> paragraph, 2<sup>nd</sup> sentence: This statement may no longer be true (“Butler County has remained flat for over the previous two weeks”). Sentence will need to be revised based on current situation at time the letter is sent. [This was not discussed in the meeting; I’ve added to make sure it isn’t overlooked.]
- 2<sup>nd</sup> paragraph, 3<sup>rd</sup> and 4<sup>th</sup> sentences: Delete these sentences.
- 2<sup>nd</sup> paragraph, 5<sup>th</sup> sentences: Make this the start of a new paragraph. Also add “college” before “students” and change “eight weeks” to whatever the correct timeframe is when the letter goes out.
- 2<sup>nd</sup> paragraph, 7<sup>th</sup> sentence: Delete this sentence (“There parents will have concerns as well”).
- 3<sup>rd</sup> paragraph, 4<sup>th</sup> sentence: Change to “I do not advocate that we forge ahead without discretion.”
- 3<sup>rd</sup> paragraph, 5<sup>th</sup> sentence: Sentence that reads “Please engage your Vestry members in discussion” should be moved to the end of the 4<sup>th</sup> paragraph.
- It was also suggested that the letter say something along the lines of “For the most recent updates, check Holy Trinity’s website” and link the words “Holy Trinity’s website” to the site.
- The letter will be from the entire Vestry. Vestry members were asked to sign a piece of paper and send it to Kim.
- Vestry members’ names and phone numbers will be listed on the hard copy and email versions of the letter. No phone numbers will be included on any version posted on the website, Facebook or anywhere else online.

**Other business:**

- The Solarize group, which is leading the Diocesan Solar Panel/Power Purchase Agreement effort, needs a statement soon from Holy Trinity that we are interested in the project and how much savings we would hope to see in order to go forward.
- A group of five parishioners met on the church patio to follow the Sunday service using a Bluetooth speaker. We might want to consider having small groups meet in different outdoor venues to go through the service as a way of being in church without being in church.

Closing prayer led by Pete.

Respectfully submitted,

*Stacey Peterson*

Stacey Peterson, Clerk