

St. Barnabas Episcopal Church • Bainbridge Island, WA
April 18, 2021 Minutes of the Vestry Regular Meeting by Zoom Teleconference

Vestry Members Present

David Teves, *Sr. Warden*; Steve Schmitz, *Jr. Warden for the People*; Brian Andvik, *Jr. Warden for Buildings and Grounds*; Laura Bainbridge; Angie Bickerton; Barbara Bolles; Kirk Eichenberger; Judith Hanna; and Linda Maxson

Vestry Members Absent

None

Others Present

The Rev. Karen Haig, *Rector*; Michael Killion, *Treasurer*; Katherine Bolles, *Chancellor*; Rebecca Ditmore, *Clerk*

Call to Order: 1:05 p.m.

<i>Item</i>	<i>Topic</i>	<i>Speaker</i>
1.	Opening Prayer and Spiritual Reflection	<i>Rev. Karen Haig</i>
2.	Approval of Agenda	<i>Dave Teves</i>
➤	Motion: Approve the meeting agenda. MSP	
3.	Approval of Minutes from 3/21/21 Meetings	<i>Dave</i>
➤	Motion: Approve the minutes as amended. MSP	
4.	Old Business	
4.1	Reopening and Return to Church Policy Update	<i>Rev. Karen</i>
	Rev. Karen continues to feel committed to the St. Barnabas's plan for reopening. Sanitizing guidelines remain, but the intensity has lessened due to changes in science's understanding. The Covid Protocol Team will review the existing plan and make changes as science and the bishop have recommended. Rev. Karen asked that anyone interested in helping to review the protocols contact her. Masked outside services are being considering for summer—depending upon how things are going numbers wise—but the situation is very fluid and should be treated as so. Recognition was given to the fact that there are some not ready to return to any services in the near future. Filming will continue once we reopen, but will be done as a capture of the actual service.	
4.2	Memorial Trail Danger/Repair	<i>Rev. Karen</i>
	Angie Bickerton will begin looking to see if there are any Eagle Scouts willing to work on the trail. Brian Andvik and Tom Clark will follow up once they hear from Angie.	
4.3	Bookkeeper Transition	<i>Rev. Karen</i>
	The church is looking for the next bookkeeper, and is considering both a contract bookkeeper or a part-time employee. An ad will be run for the position, and vestry members are asked to let Rev. Karen know if they know a person suitable for the job.	
4.4	AV Technology	<i>Rev. Karen</i>

People are needed to learn the technology we use to help with the recording done for each service. The vestry was asked to help finding these volunteers.

4.5 Website

Rev. Karen

Rev. Karen would like vestry members to offer names of people who might be helpful in website writing for the church site.

4.6 Liaison Review and Stewardship Committee Formation

Dave

Vestry members are requested to send their liaison commitments as well as a monthly report to the vestry clerk. One document will be compiled by the clerk and sent out with readings for the monthly vestry meeting. It was requested that liaisons let the vestry clerk know if they have nothing to report.

4.7 Sabbatical Grant Update

Kirk Eichenberger

The Sabbatical Team has been working diligently to compile all the information needed for the Eli Lilly grant, due for submission on April 21. The vestry was updated on the current status of the grant application, and Rev. Karen will send a copy of the application to the vestry once it has been submitted.

5. New Business

5.1 Brokerage Account

Rev. Karen

There is an existing brokerage account with Columbia Bank, which needs to change to HomeStreet Bank.

Motion: We will close the Columbia Bank brokerage account and open a brokerage account at HomeStreet Bank which will have the treasurer, bookkeeper, and the finance committee chair as signers.

➤ Motion: Approve the motion as presented. **MSP**

5.2 Renter Protocol Policy

Rev. Karen

We have protocols for church services, but not for renters. Rev. Karen would like to have the renters sign off on an addendum to all our existing worship protocols which says renters will follow the policies we have determined are appropriate.

5.3 Chaplain

Rev. Karen

Rev. Karen would like to have someone take on the role of chaplain, who is in charge of holding vestry members in prayer throughout the meeting. If conversations need to be gathered in, or a break taken, that person would move to have that happen. Steve Schmitz volunteered to take on that role. If others are interested in doing so, please be in touch with Rev. Karen.

6. Reports

6.1 Treasurer's Report

Mike Killion

Restricted and Unrestricted funds are now broken out on the balance sheet sent to vestry members. These sums of ~\$345K include the funds from the PPP loan. Total equity as of March 31 is now \$4,229,113. It is expected that the PPP loan paperwork for conversion to grant status will be submitted by the end of the month.

Pledge income is \$5,200 over budget, as a result of prepaid pledges. We are on plan for expenses. We are in very good financial shape, with our expenses down and our income up. We are blessed to have members who keep their pledging commitments.

The day school is on budget and where it needs to be.

➤ Motion: Accept the report. **MSP**

6.2 Day School Report

Rev. Karen

Rev. Karen covered the day school in her rector report.

7. Parish Chancellor Update

Kathy Bolles

The chancellor is working on projects which will be presented in the next months.

8. Action Items

Rev. Karen will send out an email about her communication with the diocese regarding the property next door.

Steve Schmitz will bring up the idea of sponsoring a refugee family with the Outreach Committee.

Brian Andvik says that they are getting ready to break ground on the labyrinth, planning to begin construction Friday, May 21. Bids are being collected with regard to reroofing the administration building. A handrail on the walkway to the interior is being reviewed.

9. Executive Session

Rev. Karen

There was no request for an executive session.

10. Closing Prayer

Linda Maxson

11. Adjournment

Dave

➤ Motion: to Adjourn 2:52 p.m. **MSP**

Faithfully submitted,
Rebecca Ditmore
St. Barnabas Vestry Clerk