

Minutes of the Meeting of the Vestry  
Church of the Redeemer, Bryn Mawr, PA  
Tuesday, July 14, 2020  
7:00-9:00 PM via Zoom

Vestry members present: Susan Adeniyi-Jones, Jim Buck, Lisa Davis, Al Greenough, Melanie LeBoeuf, Mackie MacLean, Andrew Masterman, Tracy Steele and Jacques Vaucrain.

Absent: Elisabeth Cooke, Harry Miller, and Carolyn Morris.

Redeemer staff present: The Rev. Peter Vanderveen, The Rev. Jo Ann Jones, The Rev. Michael Palmisano, Francesca Merritt, and Jay Einspanier.

Recorder: Francesca Merritt

The meeting of the Vestry was called to order at 7:08 PM. Michael Palmisano gave the opening prayer.

### **August Re-opening**

Peter stated that the Bishop is rethinking the opening to Phase III worship in August and will let vestry know when a decision has been made. Redeemer is still looking at opening on August 2<sup>nd</sup>. Primary issues for re-opening are: 1) the conditions in the building are as safe as possible, 2) the process for meeting protocols is manageable, and 3) the process itself doesn't overwhelm the experience of worship.

Vestry members responses:

- the plan seems reasonable, achievable
- we should take attendance for potential contact tracing purposes
- further and continual work will need to be done regarding the risks of singing
- optimum airflow within the building will need to be determined
- were other parishes opening

Andrew asked about children's education, since in the Bishop's note, children's education was highly discouraged. Peter said that one of the things we are looking into is getting a tent to put on the lawn to do things in an outdoor context at least in the fall when the weather is amenable. Jay is looking into the cost of taking out the walls of the annex versus having a tent. Michael Diorio is looking into ways of having the choristers engaged even though we won't be having any singing for the rest of the year. Andrew suggested that we should be explicit about what we are going to do by mid-August.

Peter is considering providing variation on the Zoom service and other options such as having a small prayer service in the memorial garden. If we were able to get a tent it would provide opportunities to have different kinds of services and gatherings.

### **Ongoing parish ministries review**

Peter asked the vestry if what we are doing is adequate or whether we are missing something. Vestry member responses:

- a lot of hard work is being done and the clergy and staff is doing a wonderful job
- the Zoom services feel static, live-streaming may be a good option

### **Legacy into Promise Update**

Peter hoped that the vestry had been able to see the building changes.

The renovation of the older Parish House is ahead of schedule; the new building is behind schedule. The building envelope will be done probably by mid-September.

## **Strategic Plan – Updates on sub-group work**

Andrew tabled this discussion until August.

## **Accounting Warden's Report**

We continue to be under budget in expenses and are ahead of budget on revenues.

Mackie discussed the balance sheet item, where we have a \$3.7 million line of credit. The custodian now discovered that he doesn't have enough money hypothecated or in other words, "pledged" as security. Part of that is we have, with Vestry approval, redistributed some of the funds from the Unrestricted Endowment. As a result, the amount serving as collateral did not meet the minimum required by the bank. It is proposed that we add the Churchyard Fund as collateral as well (little over \$1 million). This addition gives us more than enough coverage even assuming a market drop in the fall. Of the \$3.7 million, \$700,000 is letter of credit for Lower Merion Township ensuring that we complete a certain number of site specific items. The remaining \$3.0 million is available should we need it to complete construction. We do not anticipate borrowing more than \$1.5 million, given current projections. Mackie made a motion, Tracy second, and the vestry unanimously approved.

Peter noted that we've identified 42 pledgers who are behind in payments. We are going to contact these households.

## **Administrator Report**

Jay reported that he is getting more into construction at a level of detail he did not anticipate. He is focused on moving to the new building in 6 months. Finance is signing the non-judicial agreement to move the Endowment currently held by BNY Mellon to Vanguard. If anyone sees Joe Dougherty please thank him for his generosity in assigning a few attorneys who have been working for us pro bono on the non-judicial agreement. Jay said that there has been a lot of facilities work. The storms damaged the server and some of the office computers. The tree limbs that came down did not damage headstones. We had some water damage. Jay is looking into how we use the Annex meeting space and how we can have meetings safely.

## **Rector's Report**

The Bazaar committee is working on raising revenues without the benefit of the holding an actual bazaar. Carolyn requested the vestry's feedback on the option of sending out a parish-wide letter this summer seeking support. There is a natural rhythm of thinking about mission support in November, but there is an advantage to doing it early and letting some of the outreach recipients know about it. Jacques said he would like to get the messaging right if a letter is to be sent before the stewardship campaign. Mackie added that the last year the committee sought benefactors from a targeted group of parishioners. Andrew noted that there is a significant amount of giving fatigue right now.

## **June Minutes**

The June vestry minutes were unanimously approved.

Jo Ann gave the closing prayer. The meeting was adjourned at 9:16 pm.