

# Vestry Minutes of St. Paul's Episcopal Church in Marquette, Michigan

April 18, 2021

**Present:** Kris Mowafy, Lynn Domina, Jan Edwards, Janeen Pergrin Rastall, Cathy Cole, and Marna Franson

**Absent:** Sandra Jones      **Guests:** None

This meeting was held online through Zoom due to ongoing precautions during the Covid pandemic. The meeting opened with a prayer led by Marna Franson. She asked if any Vestry members had any concerns or observations about the state of the congregation. Marna voiced concerns for Mohey Mowafy. Kris shared news of their return to Michigan. Marna asked for a prayer of guidance on the opening of the church. The agenda and minutes were approved with a date correction to the agenda and a minute's correction to add Kathy Binomiemi as a guest.

**Junior Warden position and Building Committee** Lynn Domina asked if anyone had suggestions because there were no volunteers to replace Jan Edwards as Junior Warden. Cathy Cole said that Fred Cole would be willing to help but wants to share the building responsibilities with another person. Jan Edwards said that all three members of the Building Committee are not in town all the time. Jan will email all three members about their availability and plans for participating on the Building Committee. Kris Mowafy talked to Dan Rydholm and Kathleen Heideman. Due to other commitments, they are not able to help right now.

Marna discussed redefining Kathy Binomiemi's position. Kathy's position would become admin and bookkeeper only. All building responsibilities would be removed. Marna suggested creating a sexton position to do the cleaning and building tasks that Kathy was performing. This could make the Building Committee a project management committee. There needs to be a Vestry discussion about budgeting the sexton position. Lynn suggested if the sexton could do the cleaning and ordinary building maintenance then the Building Committee members could fill the Junior Warden role sharing those responsibility within their group. Someone from the Vestry would become a liaison to the Building Committee.

## Junior Warden's report

The Spring city leaf collection and brush pickup is on April 28<sup>th</sup> and May 18<sup>th</sup>. Jan will take care of the branches that have fallen. Kris and Cathy offered to help with the leaves. Announcements will go in the TWASP and during the service for volunteers on May 8-9<sup>th</sup> from noon to three PM. There is no money in the budget for lawn service. Jan will email Jeff Hendricks to see if he still plans on mowing the lawn

Jan received 2 proposals for the treatment of mold in the library: SCI and Servpro. There was a discussion about the pros and cons of the two proposals. SCI will move and clean the furniture and remove carpet. Servpro wants to remove the walls and bookcases to find where water is coming in. They will not do any wall repair or painting afterwards. Jan believes the problem is just long-term dampness. There is no evidence of water damage on interior walls. She thinks most of problem is in carpet. She was displeased with Servpro's customer service. Lynn recommended SCI. After the carpet is removed, there will be a gap between the floor and floor boards and glue residue on floor. The floor will need to be scraped and sealed or tile put down. This will be decided based on the floor's condition. Cathy spoke to Lisa Barnwell who said she was fine with any decisions on the donated library books. Jan will take care of all the books unwanted by St. Paul's. SCI was chosen for mold removal.

Lynn Domina offered to replace Kathy B. as a check signatory but Jan said that it could be someone on the Finance Committee. This will be discussed at their next Finance Committee meeting.

### **Kathy Binomiemi position**

If the building tasks are removed from Kathy's list of job tasks, the position can be part time. Marna talked to Kathy about all her tasks and to the Personnel Committee. She whittled the job description down to bookkeeping, admin and hospitality tasks only. Lynn Domina created a draft job description. Currently, Karan Hendricks is doing Kathy's bookkeeping tasks and Sierra, Kathy's daughter, is doing the admin and hospitality roles. The job description was edited to indicate bookkeeping tasks were minimal. The job will be posted for two weeks internally. Sierra is interested in the position. Marna discussed her job skills. The deadline for internal posting will be May 3<sup>rd</sup>. A cover letter, resume and contact information for 3 references will be required. The job will be 4 hours a day 5 days a week, 20-25 hours a week. The application material should be emailed to the St. Paul's email address with the subject heading of APPLICATION. Lynn and Marna will conduct the interviews. Marna will ask Karan H. to participate in the interviews. The position doesn't have supervisor. Marna has offered to meet with employees once a month. Lynn added that a person from the Personnel Committee or Vestry could be a liaison if needed between the missionary and employees. The discussion of supervisors was tabled until the May meeting.

### **Vestry Meeting Open to Parishioners to Discuss Church Opening**

These parishioners joined the meeting to discuss opening of church: Jim Sorenson, Marcia Franz, Dan Rydholm, Charlie and Margie West, Coralie Voce, Bob Railey, Howard Harding, Ann Smith, Deb Hepner and Sue Micensky

Marna discussed melding a Zoom service with a live service to support the existing Zoom community. She wants to be sure everyone is part of the congregation and that those who can't attend can still participate. There was a discussion of the precautions followed when service was held in person previously. Members expressed their desire to come back for live service. Liturgy participants and presiders who were present said they would be comfortable returning to in person service. A member with health considerations said she was happy attending by Zoom. It was noted that congregants who are traveling can also attend via Zoom.

There was a discussion of the internet connectivity problems in the church. Ann S. said that Geoff Smith recommends using wired not wireless system in the church. Marna has been talking to technical support people about the internet issue and problems with sound echoing in the church.

Problems hearing the readings and sermon was discussed. Bob R. said that speaking at the altar without a mask is not a problem in Phase 2 because only the priest's host is exposed. Margie W. said she is flexible on the sound quality because copies of the Sunday liturgy and bulletin are available via email.

There was a discussion of having two services: a morning prayer service for zoom participants and an in person full Phase 2 service. Marna suggested that congregation shouldn't be divided into different services. Margie said that the connection with other people was most important to her. Marna estimated that St. Paul's could do a connection via zoom on a laptop with Ethernet cable immediately and with additional cost and time develop a more sophisticated Zoom/In-Person service. Marcia's son works for Peninsula Fiber Network and could contact Marna about the church's internet issues.

Marna suggested someone logs on to a laptop with direct Ethernet connection to the office router to do a zoom session of in person service. Lynn said that we have a consensus to open up and make the service available virtually. It was agreed that service should be at 10:30 AM with a Zoom coffee hour every Sunday. Lynn will use her laptop to connect to Zoom during the Sunday service. Janeen and the Wests will host the Zoom Coffee Hour after the service. Marna said we will have same zoom account and link every week. May 2<sup>nd</sup> will be first in person service. Judy B. will ask her volunteers to contact the people who haven't been going to the zoom service and tell them about the May 2<sup>nd</sup> in person service.

Marna ended the meeting with a prayer.