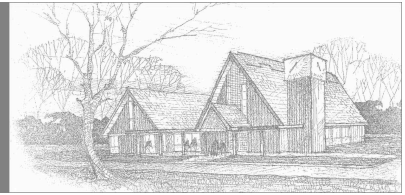


# St Stephen's Anglican Church

Mays Chapel, Maryland



## Vestry Minutes [15 July 2020]

Attendees: The Rev'd Guy Hawtin;  
John Cobb; Tracy Collins; Anne-Stuart Darrell; Tom Fitzgerald; Brock Johnson; Sev  
Miller; Jai Seunarine; Bill Spicer; Peter Threadgill (secretary);  
Bob Reynolds, treasurer;  
**Staff and Guests:** John Darlington, Adric.

The Rector called the meeting to order at 1905 with the Vestry Prayers.

### 1. Reading of the Minutes

Mr Spicer recommended following Robert's Rules: a motion will be made and seconded; during the following discussion, vestry members will speak first, and then guests; and finally a vote will be moved and taken. The recommendation was accepted by the Rector.

Mr Miller moved to accept the minutes. Mr Cobb seconded the motion, and it was passed unanimously.

### 2. Treasurer's Report

Total expenses are down 13%. The parish received the second bequest from Andrew Young, in the amount of \$20K. Total contributions are \$91K for the year to date, a drop of \$50K, but the parish has additional funds.

In April/May the parish applied for PPP funds and received \$45K. The next process is to apply for PPP forgiveness. The parish needs to report there was no other equity or capital, so part of the money may need to be paid back. Requests over \$2M are audited, and the parish isn't close to that. Mr Seunarine asked why the PPP request was that particular amount. The answer was that it was determined through a formula based on past data. The request went through SunTrust, and it took some time to accumulate the necessary documentation.

Mr Darlington noted that the furniture is appreciated. He also pointed out that the line at the top of page 2 is incorrect: it is the same as total fixed assets.

Mrs Darrell moved a vote of thanks to the treasurer. Mr Cobb seconded the motion, and it was passed unanimously.

### **3. Rector's Report**

Non-vestry members were dismissed for a personnel discussion.

Mr Cobb moved that Fr Novicki's salary be at least commensurate with that of the Choirmaster. Mr Seunarine seconded the motion. When Mr Cobb noted that this discussion had been put off since October/November, Mr Seunarine suggested that the motion be amended to include pay retroactive to that time frame. Mr Cobb revised his motion and Mr Seunarine seconded the revised motion.

*[Detailed discussion omitted.]*

The motion passed 7-1-1.

### **4. Rector's Warden Report**

Nothing to report.

### **5. People's Warden's Report**

#### **5.1. Trees**

Mr Spicer has found a company that does trees for less, so he will speak to him tomorrow evening. There is a pine tree near the road which needs to come down, and there is a deciduous tree which is dead, and an ornamental which is almost dead.

Fr Hawtin said the parish needed to plant trees when the church was built, but do we need to plant new ones? Mr Cobb said we can wait until someone complains. Mr Spicer said he would like another couple of ornamentals. He doesn't want the stumps ground because that's too expensive. Mr Darlington said unground stumps would be a tripping hazard for the Garden Party, and if Mr Spicer didn't like the quote he got, he should ask him for a recommendation.

#### **5.2. Roof**

Mr Spicer is looking at roofers. When the flat roof was done, they said the other roof would last ten years. Mr Spicer thinks the rain spots in the nave are getting worse. There may have been water on the floor from the downspout, but there has been water on the pew. He wondered if he should look for someone to patch nail holes. Fr Hawtin said the wind drive water between the wall and the slab foundation, but Mr Spicer said it is related to the downspout. Mr Spicer would like the roofer to give estimates for patching holes, and he will go ahead with that.

#### **5.3. Insurance**

There was a discussion of Mr Darlington's insurance recommendations. Mr Seunarine said there was a request for quotes a while back, and they all seemed reasonable. Mr Darlington explained that the insurance covers \$5K in burglary and embezzlement. Fr Hawtin said we don't have that much cash, maybe just a couple of grand in checks, so Mr Darlington said \$5K might be enough, but we should aim for high points like Christmas, Easter, the Cookie Walk and the Garden Party. (Mr Reynolds

pointed out that the Cookie Walk was the Parish Life Committee's money, but we might have that much at Christmas.) Fr Hawtin said that if the increase is \$8/\$1K, we should go to \$10K. Mr Darlington noted the increase would be prorated for nine months. In response to Fr Hawtin's question about checks stolen in the mail, Mr Darlington responded that it only covers checks stolen from the building. Mr Seunarine suggested increasing the umbrella coverage to \$450 to cover the officers, especially if people second-guess returning during the pandemic.

Mr Seunarine moved to increase the insurance. Mr Cobb seconded the motion, and it was passed unanimously.

Mr Cobb moved a vote of thanks to Mr Darlington; there were several seconds, and it was passed unanimously.

## **6. Committee Reports**

### **6.1 Parish Life Committee**

Nothing to report.

### **6.2. Sunday School**

Mrs Collins reported that things have been getting slowly back to normal this past week. In response to the Gospel lesson on fishers of men, the children were asked to think of two people they'd like to invite to church. Mrs Collins also said they'd like to have a movie night for older kids.

Fr Hawtin noted that there is a sharp division among parents, half wanting to come back, and the other half not wanting. It will take time.

### **6.3 Grounds**

See above.

### **6.4 Stewardship**

Nothing to report.

### **6.5 Memorials**

Nothing to report.

### **6.6 Construction & Rehabilitation**

Nothing to report.

## **7. Old Business**

Mr Darlington brought up the subject of the video broadcasts. He says the audio has deteriorated. Fr

Hawtin said he would refer the issue to Fr Novicki. Mr Seunarine said he hadn't noticed any problems, and Adric pointed out that slow bandwidth will affect quality (and during the pandemic, more people than ever are trying to use the internet).

## **8. New Business**

Mr Miller announced that he was retiring from the vestry, since he and his wife were spending most of their time at their new house on the Eastern Shore. Mr Cobb suggested that we didn't have to accept his resignation, and Fr Hawtin said he was sorry to see Mr Miller go. Mr Threadgill moved a vote of thanks to Mr Miller for his service. There were several seconds, and the motion passed with one abstention (*viz.*, Mr Miller himself).

Mr Johnson suggested that we should think of creative things to do during the pandemic lull, whether it was parish life or education. This is an opportunity to do new things while it's quiet, and to use that to our advantage.

Mr Cobb's motion to close the meeting was seconded by Mr Johnson, and passed unanimously. The meeting adjourned at 2011.