

**MINUTES
OF A SPECIAL MEETING OF
THE VESTRY OF
EPISCOPAL CHURCH OF ST. JOHN THE BAPTIST, APTOS, CALIFORNIA**
a California nonprofit religious corporation

March 22, 2020

A special meeting of the Vestry of Episcopal Church of St. John the Baptist, Aptos, California, a California nonprofit religious corporation (the “Parish”), was held by Zoom conference at 2:00 P.M. on Tuesday, March 22, 2020, pursuant to notice duly given.

ATTENDANCE

Vestry Members ⁽¹⁾	Present	Absent	Others Present
The Rev. Tracy Wells Miller, Rector	X		Nelson Crandall, Treasurer and Clerk of the Vestry
Annie Henry (2022)	X		John Showalter, parishioner
Barbara Raney (2020)	X		Debbie Bates, Association of Faith Communities
Bart Coddington, Senior Warden (2021)	X		
Benjamin Davis (2021)	X		
Cara Lucchesi (2022)		X	
Chris Rowen (2022)	X		
Francis Bayaca (2021)	X		
Karen Greenleaf (2020)	X		
Michael Hudson (2021)		X	
Nancy Shephard (2022)	X		
Patricia McGowan (2020)	X		
Sally Lewis (2020)	X		

The order of presentation of the items below does not necessarily reflect the order of discussion of the items at the meeting.

OPENING

Start of the meeting was delayed as this was the first experience using Zoom technology for many participants. Mother Tracy called the meeting to order at 2:23 p.m. and led the opening prayer.

¹ Term ends in December in the year indicated.

AFC SHELTER UNDER “SHELTER IN PLACE” ORDER

Benjamin Davis reported that a neighbor called to complain about suspected methamphetamine usage on the Parish campus after dark. Debbie Bates confirmed that the correct thing to do would be to call the Sheriff.

Mother Tracy reported that the volunteer Sexton, Mat McCabe, has reported that the Saturday night group does not do a very good job of cleaning up after themselves, especially compared to the Tuesday night guests. Mother Tracy also reported that Mat does not feel comfortable continuing to work inside the Parish hall if the Saturday group continues to stay at the Parish.

Jon Showalter, speaking in his role as an AFC leader, and Debbie agreed that Mat should not have to be doing anything to clean up after a shelter night. Jon emphasized that it is fundamental to the AFC program that shelter participants clean up after themselves. Jon volunteered to come to the Parish to supervise the cleanup on departure.

Debbie explained that AFC’s protocol is to make sure that everything is properly disinfected upon first entry onto the premises. Jon reported that paid AFC is on premises to supervise the disinfection process. Mat should call Debbie immediately if he is ever dissatisfied with the entry disinfection process.

Debbie reported that none of the shelter guests has been confirmed to have COVID-19 at this point.

Karen suggested that the north inside restroom be limited to the use of the McCabe family. Debbie said that AFC could make such an arrangement work.

Mother Tracy asked whether it would help if St. John’s were to make itself available for more nights, or all week, during the pendency of the shelter in place period. Jon responded that AFC is enthusiastic about considering the possibility but that there are logistical issues to be worked out. There was a discussion of possible alternative temporary housing for the McCabe family.

Debbie left the meeting at this point (3:11 p.m.).

Jon summarized as follows:

- AFC access to the north inside restroom will be restricted to the McCabes
- Jon will personally supervise the site clean up
- Cooks will be asked to drop food off and not stay to serve
- AFC will explore making greater use of the Parish hall

Jon then left the meeting (3:14 p.m.).

Mother Tracy said she will relay the discussion to Mat.

GROUNDS MAINTENANCE

There was a discussion of how the landscape contractors and lay weeders keep up the grounds during the shelter in place period. The consensus is that no law weeding will be organized, but individual weeders are welcome to work as an outdoor activity so long as they maintain proper

social distance. Benjamin is not completely satisfied with the landscape contractors and will recruit a bilingual parishioner to help communicate with them.

COUNTING AND DEPOSIT PROTOCOL

Mother Tracy mentioned that there are uncashed checks sitting in the vault. Several members volunteered to come in to help count and deposit checks. The consensus was that checks should only be counted every other week.

TECHNOLOGY SUPPORT FOR NON-TECH PARISHIONERS

There was discussion of a suggestion to provide inexpensive Chromebooks to allow more parishioners to attend services remotely. Mother Tracy will ask the pastoral care committee to inquire as to whether parishioners have unmet technology needs.

EVALUATION

Each participant in the meeting gave a one- or two-word evaluation of the meeting. The terms used included sanitary, frustrating, learning experience, good to see all of you, faithful, different, heart-warming, social distance, like the Brady Bunch.

REPORT OUT TO PARISH

The consensus of the Vestry was that Mother Tracy should communicate the following point to the Parish:

- The Vestry has reaffirmed the Parish's commitment to AFC program
- The Vestry is committed to securing the safety of the McCabes and our guests
- Parishioners can now donate and fulfill pledges online through Realm in lieu of personal offerings
- The Parish expects to count cash and checks more than once per month but less than weekly

ADJOURNMENT

Mother Tracy led a closing prayer. The meeting was adjourned at 3:59 p.m.

Respectfully submitted,



Nelson Crandall, Clerk of the Vestry