

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

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June 18, 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 via Zoom conference at 6:30 p.m. on Thursday, pursuant to notice given by email at 2:30 p.m. on Wednesday, June 17, 2020.

ATTENDANCE

Vestry Members <sup>(1)</sup>	Present	Absent	Others Present
The Rev. Tracy Wells Miller, Rector	X		Nelson Crandall, Treasurer and Clerk of the Vestry
Annie Henry (2022)	X		The Rev. Joan Anderson, Deacon
Barbara Raney (2020)	X		Andrea Seitz, parishioner
Bart Coddington, Senior Warden (2021)	X		Diane Scofield, parishioner
Benjamin Davis (2021)	X		Win Fernald, parishioner
Cara Lucchesi (2022)	X		Dee Roe, parishioner
Chris Rowen (2022)	X		Tina Grubbe, parishioner
Francis Bayaca (2021)	X		Matthew McCabe, staff
Karen Greenleaf (2020)	X		Jon Showalter, parishioner
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

Mother Tracy called the meeting to order at 6:40 p.m. and led the opening prayer.

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<sup>1</sup> Term ends in December in the year indicated.

## PARTICIPATION IN PROPOSED LETTER TO THE COMMUNITY

Mother Tracy reported that the Association of Faith Communities has drafted a letter to the community to be published as a full-page ad in the Santa Cruz Sentinel and Good Times. AFC has asked each member church to agree to contribute to the cost of the publication and have its name published below the letter. Mother Tracy read the proposed letter, a copy of which is attached as Exhibit A.

Procedurally, priority in speaking was given to members of the Vestry, after which parishioners in attendance had the opportunity to speak.

Discussion focused on:

- The merits of the letter
- The unknown cost of participating (at least two Vestry members volunteered to pay or contribute to the cost)
- Discomfort about the character and alleged criminal history of George Floyd
- Driving while black
- How many of the fatalities follow resisting the police
- The concept of white privilege
- The letter's focus on poverty, inequity, and homelessness as well as systemic racism and police brutality
- An admonition not to refer to the Parish as white, as the ethnicities in our Parish include others than just northern European
- St. John's history of speaking out for social justice

It was noted that the meeting was called on short notice and that the bylaws are silent on whether notice can be waived. Nelson Crandall mentioned that California Nonprofit Religious Corporation Law [Section 9211](#)(a)(3) states that unless the bylaws provide otherwise, notice is not required to be given to a director who attends a meeting without protesting the lack of notice and that a director not in attendance can waive notice either before or after the meeting.

Mother Tracy then called for a straw vote on whether to agree to contribute to the cost of publishing the letter and adding the Parish's name as a community in agreement. All of the members of the Vestry at the meeting voted in favor of the proposal.

## PARISH RE-ENTRY PLAN

The Vestry then discussed the re-entry plan submitted by the re-entry committee, a copy of which is attached as Exhibit B.

Discussion focused on:

- The implications of closing the restrooms
- The rigorous procedures that Whole Foods follows to keep its restrooms available for customers (Vestry member Cara Lucchesi is the Whole Foods manager responsible for those procedures)
- Limiting use of the campus to one meeting per day

- Distinguishing between meetings of parishioners and meetings of non-parishioners
- Potential conflicts with the AFC rotating shelter program
- The need to be able to trace contacts, which becomes exponentially more difficult as the number of people at a meeting rises
- The ability to revise the plan with experience
- The opportunity to learn from the experiences of other parishes
- When it is appropriate to turn people away from a meeting due to lack of prior registration, refusal to wear a mask, running a temperature, displaying other COVID-19 symptoms, or having recent contact with COVID-19
- Masks are not optional
- Protocol for scheduling meetings

No action was taken. The plan will be considered again at the Tuesday, June 23 special Vestry meeting.

#### ADJOURNMENT

Mother Tracy led a closing prayer. The meeting was adjourned at 8:36 p.m.

Respectfully submitted,

*Nelson Crandall*

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Nelson Crandall, Clerk of the Vestry

## **EXHIBIT A**

### **This Time, There Must Be Real Change**

At this time of anguish and suffering, the Association of Faith Communities of Santa Cruz joins in solidarity with the millions of Americans who continue to demonstrate their passion and express their commitment for a more just America, an America free from systemic racism, police brutality, rampant poverty, inequity, and resulting homelessness. We reaffirm the common bond we share with all of America's faith traditions that we are all created in the "image of God," brothers and sisters commanded to love one another.

As George Floyd's final words continue to ring in our ears and echo in our consciousness, we must acknowledge that our faith alone will not adequately address the challenges we now face. His final words, "I can't breathe," must not be ignored or forgotten. We must now breathe for him by joining together with Black Americans, communities of color, and all concerned Americans who are now crying out for an end to racial discrimination and police brutality.

We must hear the anguish of the oppressed, acknowledge our own anguish, and urge all, especially the white community to respond with love and action to the pain that our Black brothers and sisters are feeling.

And, in response to our nation's long history of brutality against People of Color, particularly Black men, we join others in urging our local community, our state, and our elected representatives to enact laws, as recently articulated by Police Chief Andy Mills, that ensure proper law enforcement training, appropriate and humane use of force practices, and the effective use of data collection and analysis to help address historic and systemic racial injustice.

As Scripture commands, "justice, justice thou shalt pursue," - a justice long overdue for our Black brothers and sisters.

The Association of Faith Communities, [afcsantacruz.org](http://afcsantacruz.org)  
Supporting Faith Communities (those communities in agreement will be listed)

## EXHIBIT B

# GRADUAL RE-ENTRY PLAN The Episcopal Church of St. John The Baptist



**General Guidelines:** St. John's will continue to offer Sunday Worship and other accessible programs online in real-time.

- ✚ St. John's campus will remain closed to the public and congregation, except for presiders of small outdoor gatherings and those scheduled to attend.
- ✚ We will also maintain across the church and diocese, up to date membership lists of phone numbers and email addresses to enable our church and the diocese to work together in crisis and disaster communication. We will continue to invest in technology that supports our congregation's ministry through video and online giving platforms.

**Small Outdoor Ceremonies & Religious Gatherings:** A 15 person limit will allow for some ministry-related ceremonies and gatherings to take place in-person.

- ✚ One gathering on church grounds may be scheduled per day.
  - Only gathering presiders and staff may enter church buildings.
- ✚ All in-person gathering participants, volunteers, and staff will sign a release of liability form to protect St. Johns from legal issues that may arise in the future.
- ✚ All persons involved in the execution of a service – ushers, readers, acolytes, preachers, presiders, etc. – will be trained on our current protocols prior to services beginning and be kept up to date on changes of these protocols.
- ✚ A checklist will be maintained for each service to ensure all protocols are followed.
- ✚ A reservation system will be set up to insure only the number of people allowed will show up.
  - The total number of people allowed to attend an in-person gathering will be **up to 15** people, until the next phase of reopening.
  - The total number of people allowed to attend a gathering **includes** the presider and all volunteers and assistants.

6/16/2020

1

- A list of reservations will be made and as people arrive, they will be checked off.
- If someone not on the list comes, they will be asked to wait till after the service starts to see if there might be room for them to enter.
  - A deadline of 10 minutes after the start of the services will determine when a reservation may be considered forfeit.
  - If no space opens, they will be required to leave.
- ✚ Bathrooms **will not** available at any gathering. Food, beverages, and other concessions **may not be provided** or sold for consumption at any ceremony or gathering.
- ✚ Symptom screening for when people arrive in order to attend:
  - Temperature check
  - Ask if they have been in contact with someone that is infected with COVID in the last 14 days
- ✚ Face coverings must be worn for gatherings of any size, while maintaining social distancing protocols.
  - If someone shows up without a mask the presider should have one to give to them.
  - If a person refuses to wear a mask they may not be permitted to enter.
- ✚ Hand sanitizing stations will be provided at the entrance and exit of the gathering.
  - Persons are required to use it upon entry.
- ✚ Seating arrangements: Gathering attendees must **bring their own** chairs.
  - Seating areas must be marked where people may sit, allowing for at least six feet of separation between individuals and family groups that live in the same home.
  - Ushers will direct people to the appropriate seating area.
- ✚ During the ceremony and/or gathering:
  - No singing or shouting is allowed due to significantly increased risk of COVID-19 transmission.
  - No touching, hugging, handshaking, or other forms of contact allowed.
  - If healing prayers are offered 6 feet of separation will be observed during the prayers.
- ✚ After the gathering, people will not hangout and/or socialize.
- ✚ If a person that attended a gathering reports they are infected within 14 days of being at the meeting:
  - It is required that the person who attended the service immediately notify the church.
  - Each person who was in attendance at that service will be notified.
- ✚ Be prepared for a roll-back in case of exposure or increased positive community spread.

## **Guidelines For Reopening St. John's Helpful Shop: Building Use ~ Retail space with volunteer salespersons and customers**

- ✚ Volunteers and customers will wear masks and maintain a 6 foot distance.
  - Customers will be limited to two (2) in the shop at one time.
  - They will enter in the front door and exit through the patio.
    - The door and slider will remain open to avoid multiple use of the handles and to maintain an airflow through the shop.
- ✚ Communication:
  - Signs will be posted stating facial masks required, and sanitizing hands upon entering.
  - Enter and exit signs will be posted.
  - Signs asking customers to use Credit Cards for payment will be posted.
- ✚ Health:
  - Volunteers will be advised not to come if displaying any symptoms of Covid.
  - Cleaning guidelines prior to opening and upon closing will be discussed.
  - Wiping down the counter and chip reader and cash drawer.
  - Frequent hand washing will be encouraged. Masks will be made available.
- ✚ Donations will be held for a period of 14 days prior to putting out for sale.

## **Gatherings And Meetings By External Groups Will Not Be Held Until The Next Phase Due To Liability/Safety Issues.**

Respectfully Submitted,

Diane Scofield, Bart Coddington,  
Benjamin Davis, Matt McCabe,  
and Andrew Pudan

6/16/2020

3