

Cathedral Church of St. Luke

143 State Street

Portland, Maine 04101

Minutes of Vestry Meeting, April 15, 2020

The meeting was held using Zoom

Attending: Dean Shambaugh, Senior Warden Sam Allen, Treasurer Tim Reiniger, Gayl Anglin, Peter Bingham, Jane Briggs, Karin Draper, Tom Flynn, Misha Pride and Dan McDonald.

Absent: Canon Pastor Eleanor Prior, Junior Warden Claire Hammen, Dawn Brennan-Daly.

Dean Shambaugh called the meeting to order at 6:00 PM.

Opening Prayer, Minutes and Consent Agenda

Dean Shambaugh led the Vestry in an opening prayer; the minutes of the March 18, 2020 meeting and the consent agenda were **approved** on motions made and seconded.

Well Being Check-in and What-If's

The discussion proceeded around the virtual room to check on everyone's well-being, including a report on Eleanor Prior and her son who have the virus. Members were asked to reflect on "what if" questions, which produced

- What if something happens to the Dean?
- What if the Church reopened; how would we handle that?
- What if the Church suffered severe financial stress; and
- What if the country and/or state reopen for business too soon?

Updates on Responses to Covid-19 pandemic

As covered more thoroughly in the Dean's report, St Luke's

- Is sending out one or two emails to the congregation daily, including Noon Zoom, Daily Compline and Quick News;
- Participates in weekly Zoom meetings with the Bishop and other Diocesan clergy;

- Has joined with the Diocese successfully applying for a loan under the Payroll Protection Plan of the CARES Act, the national stimulus bill;
- Phone tree and pastoral care team are being coordinated by Fred and Pat Fowler; the phone tree needs volunteers;
- Prayer Group is being coordinated by Linda and Peter Carleton;
- Food Pantry is operating weekly, growing, and needs volunteers;
- St. Elizabeth's is not operating, instead partnering with other agencies.

Treasurer's Report

Tim reported that March revenue was \$50,484.57 and expenses were \$64,263.37, yielding a net loss of \$13,778.80, largely because of timing. He was comfortable with the Cathedral's situation; it needs about \$35,000 in pledge receipts monthly to break even and got that in March. The CARES loan will be about \$33,000 each for May and June, which will address any short term issues. He believes St Luke's can operate throughout the summer using reserves if necessary, but results beyond that depend on pledge payments.

Opportunities for Getting Involved

The Dean and Senior Warden invited Vestry members to get more involved as activities pivot from face-to-face meetings to phone calls and Zoom meetings. We are a community, the Senior Warden emphasized, we need to keep it strong.

The meeting ended with a closing prayer offered by the Dean.

The meeting was adjourned at 7:30 PM

Respectfully submitted,

Dan McDonald, Clerk

Attachments: Dean's Report, Senior Warden's Report.