

**THE NEXT MEETING OF THE VESTRY
OF THE CHAPEL OF THE CROSS
WILL BE ON THURSDAY, MAY 21, 2020
with the business session to begin at 6:00 p.m.**

**Draft Minutes of the Vestry of the Chapel of the Cross
16 April 2020**

With federal and state guidelines still in place to restrict gatherings of more than ten people in order to address the coronavirus/COVID-19 pandemic, the Vestry of the Chapel of the Cross met via Zoom Cloud Meeting on Thursday, April 16, 2020. Present were Dick Taylor (Sr. Warden), Emily Moseley (Jr. Warden), Leigh Ann Dasher, Molly Dempsey, Allison Worthy, Alan Rimer, Lee Wollman, Ann Craver, Amy Daubert, Terry Eason, and Meg Flournoy. Also present were Elizabeth Marie Melchionna (Rector), Noah VanNiel (Associate Rector), Mary Cat Young (Associate Rector for University Ministry), John Branson (Priest-in-Charge during the Rector's upcoming parental leave), Faith Turchi (Parish Administrator and Stewardship Coordinator), Carrie Fraipont (Treasurer), Sabrina Olsen (Chair of Finance Committee), and Nancy Kelly (Clerk).

The Rector presided, and the meeting was called to order at 6:00 p.m. with a prayer.

Lectio Divina

Mrs. Wollman led the Bible study for the evening.

The Gospel reading appointed for the coming Sunday was John 20: 19-31. The Bible study concluded with the Lord's Prayer.

Consent Agenda

The following items were placed on the Consent Agenda (attached):

- Approval of Minutes from the March meeting of the Vestry
- Acceptance of Rector's Report (attached)
- Acceptance of Associate Rector's Report (attached)
- Acceptance of Associate Rector for University Ministry's Report (attached)
- Acceptance of Finance Committee Report (attached)
- Acceptance of Buildings and Grounds Committee Report (attached)
- Acceptance of Faith in Action Report (attached)
- Acceptance of Lilly Grant Report Update (attached)
- Acceptance of Preschool Report (attached)
- Acceptance of Parish Life and Worship Report (attached)
- Acceptance of Youth and Family Minister's Report (attached)
- Acceptance of Parish Administrator's Report (attached)

It was moved by Mr. Taylor, seconded by Mrs. Wollman, and passed unanimously, that the Vestry approve the Consent Agenda.

Rector's Report

The report of the Rector is attached.

The Rector began by observing that Holy Week was one unlike any previously experienced. She was struck by the many ways in which people participated, and she commended the staff team for their creativity in designing meaningful worship experiences. She also expressed thanks to Communications Manager Nick Jaeger, who put it all together.

The viewership of livestream videos of services has increased weekly. Bishop Rodman is tracking the numbers for virtual services during the pandemic. The Rector said that, although we don't know when we can return to in-person worship, there is thought to how this might look. The annual bishop visitation and confirmation is scheduled for Sunday, May 31. Alternative plans are being made in case in-person worship still isn't possible at that time. In that case, Suffragan Bishop Anne Hodges-Copple would meet via Zoom with the Vestry, and a regional confirmation might take place later in the summer. It was suggested that confirmands might be given the option of a regional confirmation or postponement of their confirmation until 2021.

The Rector expressed thanks to Ms. Turchi and Mr. Rimer for how they are taking care of the parish buildings during this unusual time.

Ms. Melchionna introduced Mr. Branson to the Vestry, indicating that he will serve as Priest-in-Charge during her parental leave. She is grateful to him for his willingness to serve, calling him "a wise man with many good ideas." Mr. Taylor, as Sr. Warden, will retain ecclesiastical authority.

On the issue of return to in-person worship, it was observed that this will likely begin during the time period when the summer schedule of one morning service is in place. The question was raised as to how this might affect attendance. Will it produce a more crowded service? Will parishioners feel uncomfortable enough that they stay at home rather than expose themselves to crowding? Ms. Melchionna suggested that perhaps continuation of the livestream option might help parishioners feel more comfortable. Another concern is the common cup. Might the Eucharist be offered symbolically?

Ms. Melchionna then addressed staffing issues. Organ Scholar Joey Fala will terminate his position soon, but the parish, although it has identified a new Organ Scholar, will not call one at this time because Duke is in a hiring freeze. This issue will be reviewed in July.

Six candidates have been identified in the Reimagining Curacy Program, and a call should go out by the end of April. The Rector asked how we can welcome and reach out to new staff members, especially while we are still under pandemic restrictions.

Vestry Resolution for Southern Bank

The Vestry resolution for a loan through Southern Bank, which was prepared by Chip Howes, Asst. Chancellor to the Diocese of North Carolina, was presented to the Vestry for approval.

It was moved by Mr. Taylor, seconded by Mrs. Craver, and passed unanimously, that the Vestry approve the following resolution:

RESOLVED, that the Parish of Chapel of the Cross, Diocese of North Carolina (the "Parish"), acting through its duly elected vestry, does hereby determine that it is in its best interests to borrow the sum of \$1,100,000.00 (the "Loan") from Southern Bank and Trust Company (the "Lender") at an interest rate of 2.9% per annum, such Loan to be repaid in 48 monthly interest-only installments with \$100,000.00 principal installments due semi-annually until the note is paid in full. The Loan shall be secured by a negative pledge, in favor of the Lender on the Real Property known and described as 304 East Franklin Street, Chapel Hill NC 27514 (the "Property").

FURTHER RESOLVED, that the proceeds of the Loan shall be used to refinance existing debt of the Parish.

FURTHER RESOLVED, that the schedule and source of repayment of the Loan are as follows: the source of the repayment will be funds raised in the You are the Light Capital Campaign, the schedule is above, and the funds received and pledged will be sufficient to retire the debt.

FURTHER RESOLVED, that the Senior Warden and the Junior Warden be, and each of them hereby is, authorized and directed to seek the written consent of the Ecclesiastical Authority of the Diocese by submitting a certified copy of these resolutions and the additional materials required by the Standing Committee of the Diocese for its advice and consent, all as provided by the Canons of the Diocese.

FURTHER RESOLVED, that after receiving the written consent of the Ecclesiastical Authority of the Diocese, the Senior Warden and the Junior Warden be, and each of them hereby is, authorized, empowered and directed to execute and deliver all such documents and instruments as they may deem necessary or appropriate to effect the foregoing transactions.

The approved resolution will now be sent to the Standing Committee for advice before being forwarded to the Bishop for approval.

Finance Committee and Treasurer

The March Financials and the March Treasurer's Report are attached.

Ms. Fraipont informed the Vestry that today she received confirmation of approval of a Cares Act/PPP loan to the parish in the amount of \$153,243 to cover eight weeks of payroll, utilities, and loan interest expenses. The check will be delivered tomorrow. This loan was secured through Southern Bank, and the hope is that the parish will meet the criteria for having most of the loan forgiven. This information will be communicated to the parish, with the message that although we are thankful for this funding, the parish still needs its regular pledge income.

Ms. Olsen then commented on the March Financials. Year-to-date there is a small loss, but this is not of great concern. For the first quarter of the year, revenue is at 23.39% of the budget and expenditures at 23.56% of budget, although some bills will need to be paid in April.

\$200,000 of the outstanding loan has been paid.

Our portfolio has taken a hit, so investment earnings will be lower. It was noted that part of the Cares Act waived RMDs for 2020, and the question was raised as to how this might affect pledges that parishioners have made based on their RMDs.

Family Time

The traditional Family Time, in which the Vestry engages in informal discussion of parishioners who have not been seen at church services recently and shares the names of newcomers whom they have recently met, is not possible in the current climate of livestream worship, but there are other ways to keep connected.

The Rector, referring to the chat box attached to livestream services, suggested that Vestry members might use this to reach out to new people.

The Friday morning virtual coffee hour will continue to take place.

Youth and Family Minister Mike Peterson is facilitating virtual EYC to help teens keep connected, and he is reaching out by phone to their parents.

Director of Christian Formation Boykin Bell posts a daily offering for children and their families and has an online Bible study.

The question was raised as to how the parish can be helpful to those parishioners in retirement communities who might be feeling isolated. Phone calls are always welcome.

ECM also remains active via virtual means. Ms. Young showed the Vestry a welcome video with the motto "We're here for each other. We're here for you." She said that four ECMers will graduate this year, and plans are being made to honor them. ECM has requested to continue meeting even after the semester ends. She also added that the Lilly Sustainability Grant application has been submitted.

Adjournment

The Rector thanked the Vestry for their flexibility in meeting again via Zoom. She offered a blessing, and the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Nancy F. Kelly

Clerk of the Vestry

Attachments

- - - Consent Agenda
- - - Rector's Report
- - - Associate Rector's Report

- - - Associate Rector for University Ministry's Report
- - - Finance Committee Report
- - - Building and Grounds Committee Report
- - - Faith in Action Report
- - - Lilly Grant Report Update
- - - Preschool Report
- - - Parish Life and Worship Report
- - - Youth and Family Minister's Report
- - - Parish Administrator's Report
- - - Christian Formation Report
- - - Music and Choir Report
- - - March Financials
- - - March Treasurer's Report