

**St. Andrew's Vestry Minutes**  
**10/13/2020**

Members Present: Fr. Jeff Packard, Andrea deCarle, Christina Ford, Paul Humphreys, Greg Lovisky, Kevin Lowe, Michele Marini, Kitty Mussett, Jason McCloskey, Connie Puckett, Scott Strouse, Kathryn Yahner

Members Absent: JudithAnn Rule

Guests: Julie Kwasnica, Sarah Klinetob Lowe

Clerk: Kevin Lowe

Call to Order: 7:02 p.m.

I. Opening Prayer - Fr. Jeff

II. Minutes

**Motion: Michele Marini; 2<sup>nd</sup> Paul Humphreys – Accept the minutes of the September vestry meeting as distributed. Motion carried with no abstention or dissension.**

III. Reports

A. Rector's Report - see Attachment I

B. Wardens

- Senior Warden: Stewardship campaign in progress; Time and Talent cards should be going out shortly to parishioners
- Junior Warden: Parishioner's Ministry calls have been lower than they had been in previous months; PM has received additional donations and the balance is strong

C. Treasurer - distributed electronically prior to meeting

- Income is on track with normal September income; YTD is still in strong condition

D. Committees and other ministries

- Adult Formation: Beginning activities related to “Hope in Troubled Times,” including weekly invitations to prayers and practices related to stress and anxiety; sponsoring a day of prayer on Election Day.
- Finance Committee: Budgeting process is beginning; staff health insurance costs will be increasing rather dramatically next year; utility costs seem to be as high as or higher than normal utility costs despite our decreased usage of facilities; we may inquire with the Community Cafe board into the possibility of CC contributing to utility bills

IV. Discussion – Presentation by Sarah Klinetob Lowe (Chair, Property Committee)

- Zoning and building use restrictions make changes to the Trinity House use somewhat complicated
- TH is most likely currently listed as “Church” use which would require an official change of use in order to rent the property for any kind of income generation
- If we decide to pursue residential renting, we will need to confirm whether that change of use will trigger residential building code requirements, which will be extremely expensive
- Vestry and the parish will need to decide what our overall goals are, in the context of our strategic planning process, and then can decide whether or not to pursue Trinity House rental possibilities
- Discussion on goals planned for next month's vestry meeting

V. Old Business - none

VI. New Business

A. Scheduling of annual parish meeting

**Motion: Kathryn Yahner; 2<sup>nd</sup> Scott Strouse: Hold the Annual Parish Meeting on January 31, 2021 at 6:30pm. Motion carried with no abstention or dissension.**

B. Procedures in Case of Rector Infection with Coronavirus

- Fr. Jeff has drafted a document.
- Ought to add language about contacting the parish; wardens will contact the rest of vestry if they need to assume control.

**Motion: Kathryn Yahner; 2<sup>nd</sup> Greg Loviscky: Endorse the Procedures in Case of Rector Infection with Coronavirus with the discussed additions. Motion carried with no abstention or dissension.**

C. Kistler Trust

- There is an offer on the table for sale of the properties
- Trustees are deciding whether or not to require a new appraisal of the property

**Motion: Kathryn Yahner; 2<sup>nd</sup> Kitty Mussett: Proceed with the intended sale of Kistler Trust property without requiring a new appraisal. Motion carried with no abstention or dissension.**

Meeting adjourned, 9:40pm

Minutes submitted by Kevin M. Lowe, clerk

## Attachment I

Rector's Report to the Vestry  
St. Andrew's Episcopal Church  
Tuesday, October 12, 2020

1. Pastoral: 6 home/hospital Communion; 3 Funerals pending, 2 on hold, 1 being scheduled (Derald Stump); 1 Wedding coming up, 10/31
2. Average Sunday Attendance: 116
3. Clergy Day, via Zoom, 9/24
4. Released video commercial for Blessing of the Animals
5. Blessed animals, 10/4
6. Standing Committee, 10/6
7. Bishop's Task Force on Operations—reconvened for several meetings to revisit the guidelines for in-person worship during the pandemic, revised guidelines coming out this week. Biggest change is the removal of a number cap on attendance. Attendance now being driven by how many people can be seated safely, with minimum distance between folks. This removes my second question from last month's vestry meeting from consideration, as we can accommodate more than seem to be interested in coming at this point.
8. The William Situation: William has now moved all of his belongings out of our garage! There is no more William situation.
9. I have consulted with Sarah Klinetob Lowe and she has recommended two different scenarios for ventilating our worship space during in-person worship to mitigate risk of accumulating aerosols. One method to be used during the cool months of fall, and the other method will be used during the cold months of the winter.
10. I have been working with our music staff to plan and prepare for Christmas Eve services. The plan may still evolve, but right now I plan to have two in-person services on Christmas Eve. We may run a brief poll in November to get a sense of how many people are interested in coming to the in-person services. We will also record a service for online congregation which will be pre-recorded and edited to make the best presentation we can. We are still planning on recording a service of Lessons and Carols too. I'm thinking of cancelling the Christmas Day service.
11. Ted Christopher was granted candidacy by the bishop
12. Diocesan Convention is coming up on Saturday. It will be entirely online. The bishop will appoint Marion Schwartz to serve on the Commission on Ministry. Christina Ford is virtually guaranteed to be elected to serve on the Council of Trustees.
13. The Kistler Trust: The last thing I reported about the Kistler Trust was that they were no longer considering the offer from a developer to purchase the two properties that the trust has one-third ownership of. Well, here we go again. The developer is back and offering \$12,250,000. Due to changing economic conditions brought about by the pandemic, the property owners are actually in a better position to negotiate with the current renters about buying out leases. There is one question that we must decide at our meeting. **Do we, as 5% beneficiaries of the trust that holds one-third ownership, want to approve a new appraisal of the property before giving the go ahead to negotiate the sale?** The cost of the appraisal would be \$9,800. It would take 5 weeks. Penn State initially pushed for the appraisal but has backed off. The Nicholas Trust, also a one-third owner, has given permission to skip the appraisal. Personally, I don't think the appraisal is needed, nor do I believe it helps our position. I will forward a string of emails where you can see the discussion about this question. I told the trustee, Tom Kistler, that I would inform him of our decision by Wednesday this week.

14. Ongoing: Diocesan Standing Committee, vicechair; bimonthly Clergy Council Meetings with the bishop; bimonthly local ecumenical/interfaith leaders meetings; we've started a monthly meeting of downtown pastors (in addition to the larger ecumenical meeting); monthly spiritual direction
15. Upcoming: Diocesan Convention, 10/17; Rite-13, 10/18; Community Café Board Meeting, 10/18; Wedding (off site), 10/31; All Saints Day, 11/1