

St. Andrew's Vestry Minutes

4/21/20

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

Members Absent: JudithAnn Rule

Guests: Julie Kwasnica

Clerk: Kevin Lowe

Call to Order: 7:07 p.m.

I. Opening Prayer - Fr. Jeff

II. Minutes

Motion: Kathryn Yahner; 2nd Christina Ford – Accept the minutes of the March vestry meeting as distributed. Motion carried with no abstention or dissension.

III. Reports

A. Rector's Report - see Attachment I

- 5c: Livestreaming of services – some concerns about distancing
 - Should the clergy be six feet apart at all times? Is that possible during the service?
 - Should the clergy be wearing masks during the livestreamed services?
 - Should Dcn Joe be present at all?
 - Perhaps Joe could record his Gospel readings in advance?
 - We will try a Zoom coffee hour this Sunday after the service
- 8: Questions about William's presence on the Trinity House property; will attempt to get information about rights/responsibilities/liability etc.
- 10: Email contacts forwarded to the diocese? Vestry wants to give people an opportunity to opt out before we give contacts to the diocese

B. Wardens

- Senior Warden: One additional pledge received this month; since March we have gained 73 Facebook followers; Facebook page has been much more active due to the coronavirus stay-at-home situation
- Junior Warden: Attended an online OOTC board meeting; OOTC has been serving around 35 guests/night lately; guests are staying in four different hotels around the area
 - Meals are being distributed by volunteers to the guests (3 meals/day)

C. Treasurer - distributed electronically prior to meeting

- Income is still solid, with some increase to online giving; Fr. Jeff will write a letter to the parish encouraging automatic online donations through Realm in order to maintain income

D. Committees and other ministries

- Compassionate Life, Daughters of the King, EfM, Lectio divina are all meeting using Zoom; youth leaders have been trying to meet with students on Zoom; Kathy Hickner has been sending out videos and materials to children and youth each week

IV. Discussion: Strategic Planning, phase two: What do we do now?

- Fr. Jeff proposes putting off Phase 2 of strategic planning
- Consensus agreement is to wait because of the uncertainty of the pandemic situation

V. Old Business (AIR)

VI. New Business

- Finance Committee recommendations
 - Do not make withdrawals from endowments if we don't need to
 - Vestry takes no action
 - Appoint Audit Committee
 - **Motion (Finance Committee): Appoint Beth Jones, Linda Mace, Kevin McGarry, Koraly Perez-Edgar to the Audit Committee for 2020. Motion carried with no abstention or dissension.**

Meeting adjourned, 8:35 pm

Minutes submitted by Kevin M. Lowe, clerk

Attachment I

Rector's Report to the Vestry
St. Andrew's Episcopal Church
Tuesday, April 21, 2020

1. Pastoral: 2 Funerals on hold—Annie Harvey & Janice Voigt; 2 Weddings on hold; 2 Baptisms on hold
2. Average Sunday Attendance: 157 (Note: I have been multiplying the largest number of people watching FB Live on Sunday by 1.5. Before Coronatide we had an average of 177.)
3. Bishop Visit & Confirmation has been rescheduled to Tuesday, October 20 at 7:00 p.m. Awaiting feedback from families about whether they would rather just wait until our regular visit in the spring next year so it can be on a Sunday.
4. Kistler Trust:
5. Coronavirus: Where to begin...?
 1. All in person services, events, meetings, or gatherings of any kind have been canceled.
 2. We've been doing daily Morning Prayer on Zoom since mid-March with around 20 participants on average. The most I ever had in person was 6, with an average of 2.
 3. Facebook Live worship on Sunday since March 22. Have had between low 60s to 100ish watching live, with videos getting over 1,000 views in some cases (a "view" may be just a few seconds). We managed to have all of the usual Holy Week services, each one presenting its own unique challenges in adapting it to the FB Live medium. Note: Some have reported problems getting the live video going, sometimes missing up to 15 minutes of the service. So, we are now going live 10 minutes before the service starts. This seems to have helped.
 4. We kept the building open for 12-step meetings and the pet food pantry until March 27. The 12-step meetings are now online and the pet food pantry is not operating. While in the office, the Foster Ave. door is unlocked because that's where we receive deliveries. The back door into the parish life center from the parking lot has been unlocked too because the Café people are coming in for deliveries and food prep throughout the week. Otherwise we are locked down.
 5. Staff has continued to work throughout this crisis. Allison works every day. Scott works pretty much a normal schedule and has found projects to keep him busy. Julie comes in to work in her office. Kathy is working from home. Mary is doing what she can, coming in to pick up and deposit checks weekly, though she has no counters and cash in the safe remains. Walter and Gwen have been working with me for planning music and coming in to record during the week. Joe continues to serve on Sundays.
 6. Especially through Lent we've created a bunch of online resources, with the help and support of many, including a collection of Prayers for a Time of Pandemic (Kevin Lowe), Lectio Divina (Christina Ford), Stations of the Cross (Allison probably spent 20 hours creating this), a Taize-like music and meditation experience (music by Steve and

Lisa Hopkins, video created by Allison), Godly Play videos (Kathy Hickner), as well as links to stuff the diocese is doing. Allison has learned how to do video editing. I have acquired many new skills. Kathryn, Kevin Lowe, and Julie have also contributed with ideas and technical expertise. This has been a huge mobilization of effort and new practices during what is normally the busiest time of the year, and it has been exhausting!

7. Thanks to everyone who has done phone calls to parishioners. With everything else going on, I haven't had much time to focus on developing the idea of virtual neighborhoods. Starting to work on that now. I have also been slowly making calls to people just to check in with them.
8. We got some attention for initiating the ringing of bells at noon on Easter to recognize the coronavirus heroes and as an expression of hope—CDT, WTAJ TV, StateCollege.com, and WPSU radio
9. We'll continue to do online services for now. I'm beginning to think about what it will look like when we open again. But there is no plan at this point.
6. Community Café: The Café continues to operate. For several weeks the board was having weekly meetings via Zoom to discuss how things had gone the previous week and what changes, if any, needed to be made. I reported previously that Bruce Cramer was elected to replace Dennis Shea after Dennis' resignation from the board. Our bylaws allow the board to replace a member until the next annual round of appointments by the vestry. Things have evolved quickly over the weeks, but for now the following precautions are in place: 1) There is one team each for pick ups, cooking and serving to limit exposure and interaction, and while here all volunteers are wearing masks. 2) Cooks are coming in different days to cook and prep food to keep the number in the kitchen at any one time to a minimum. Consequently, the choices of food have been limited and dishes are planned that allow simpler preparation. 3) If a member of a volunteer team gets sick, the whole team will stay home for 2 weeks. 4) Surfaces are being disinfected even more than usual, which is pretty often. 5) Meals are pre-packaged and handed out outside the Fraser Street entrance. People do not enter the building. Regarding the food pick ups, we continue to get food from the various grocery stores, though not as much as usual. If we need more food, we can buy food from the Food Bank.
7. Kistler Trust: Kathryn joined me at Doug Loviscky's office for the conference call on March 18. There wasn't much in the way of new information, but they connected a few dots for us. Currently, there are no offers on the table for the two properties downtown. Both the Kistler Trust and the Nicholas Trust had conditions that the trusts were to be dissolved and their assets distributed to the beneficiaries of the trusts upon the death of both Mr. and Mrs. Kister/Nicholas. The Kistlers have been dead for years. Mrs. Nicholas died in recent months. Therefore, they finally want to close out the trusts. That means we have options. **Option #1—** (Low Risk/Low Reward) We can sell out to the remaining 1/3 owner, Bruce Heim. This would be an offer based on an appraisal done using the income method, a method that simply looks at the potential for rental income and does not consider the value of the property for development. There is a 2014 appraisal that values the two properties combined at \$2.6M. They want to do an

updated appraisal, but it will be not a bunch more than the previous one. **Option #2**—(High Risk/High Reward) We can take our 1.67% ownership and continue as a partner with the other owners. We would continue to receive an annual distribution of income from the assets, as we have been. However, they say the buildings are late in their life cycle and require significant investment in the years to come if they will continue to operate as rental space. This may mean that in the short-term our income will be curtailed or eliminated for a time indeterminate. We can hope that another big investor comes along willing to pay big bucks to acquire the properties for development. The last bid was \$13M. But will the market in State College bear such offers much longer? The ongoing issue is the McDonald's lot, owned by the McDonald's real estate company. They were not interested in selling and the lot cannot be developed for a high rise without the McD's lot. Other conditions that sunk the deal, such as unreasonable expectations from one tenant for a lease buyout, will reduce over time as their lease runs out in 7 years. **Option #3**—(Moderated Risk/Reward) This is kind of a middle way. The properties can go out for limited bids. The borough was interested in the properties for a parking structure until the developer got involved and drove the price so high. If we held onto our ownership stake, this is a possibility that can be pursued, but of course no guarantees.

For now, we can sit tight as they pursue getting another appraisal. When the appraisal is done and Mr. Heim makes an offer to buy us out, we will need to make a decision. Mr. Loviscky's advice at this point is to do nothing. It is likely that the lawyer for the Kistler Trust will move ahead with the distribution of the assets sometime soon. When that happens, the trust will be no more and any income we receive will be from the partnership directly. I will give you a copy of the Power Point presentation that they used during the conference call.

8. The William Situation: I believe you all know who William is. If you don't know his name, you've probably met him. He is a parishioner who's been with us for about a year and 4 months. He has mental health issues. Since early March he has been homeless. He was kicked out of the Out of the Cold program. Currently, he is living in the garage on the alley behind the church which is part of the Trinity House property. I never actually told him he could stay there, nor did I tell him that he could not stay there. He's been storing a truckload of his personal property in that garage since last August. Very long story short: he has nowhere to go. I have allowed him to continue staying in the garage. He continues to seek employment. He is applying for subsidized housing. Honestly, I don't know what the end of this situation will be, but I thought you'd better know about it. Feel free to question my judgement, but at the moment William has no other options. He is not damaging anything or doing anything illegal on our property.
9. FYI Kevin Barron has been recommended by the Commission on Ministry and approved by the bishop for candidacy. He still needs to receive Standing Committee approval, which he will seek at our next meeting on May 5. This is the next step as he moves toward ordination to the diaconate. He will have one more interview with the COM and Standing Committee before he's ordained. Then, he will go through the candidacy process again for ordination to the priesthood.
10. The diocese is requesting our email list. They have wanted for a long time a list of all the

members of the diocese. With increased online activity, they are requesting now for parishes to forward their list. They point out that people can unsubscribe from diocesan emails if they wish. What do y'all think?