

In Brief – Grace Leaders' Meetings for March and April – Mostly Virtual

Program Ministry Council

- **March:** The PMC had the unique experience of being the LAST in-person meeting at Grace prior to the Stay Home orders.

We opened our meeting with **Evening Prayer**.

Daphne Davies provided a brief review of the **Annual Meeting**, which went very well. However, due to some timing changes in the agenda, the staff were not thanked fully. That's a mistake we will correct in future.

Judy McKenzie, Trustee for Human Resources, visited the meeting and provided full details of the Grace **Strategic Plan** process, started in Spring, 2019. Grace staff recently met to discuss next steps; the PMC, at this meeting, thoroughly explored opportunities for input to the plan. Small group meetings focused on critical questions will occur throughout the coming months. The first, scheduled for April, will be with the **Pastoral Care team**. Look for announcements of meetings in the e-News.

Judy mentioned a **facilities review**, adjunct to the Strategic Plan, through Mike Leamon, Trustee for Place for Grace. This step is delayed due to the **Building Closure ordered by the Stay Home policy, and Diocese of Olympia directives**.

This meeting occurred in the early stages of the COVID-19 pandemic; "Who are we in crisis?," Wren asked. PMC members explored ways to do things differently and discussed multiple options.

- **April:** The PMC met virtually, via Zoom meeting

By this meeting, "Zoom" Grace worship was in full swing, (our first Sunday of online worship was March 22), staff were working remotely, and PMC members were developing ideas for new ways to meet the Grace mission in a changed world.

Parish Life offered a suggestion to explore more **communal singing**, which is difficult on the Zoom platform. Membership talked about more **reach to new members** via phone and email. Kim reported on traffic via the **Grace Connecting** blog, which get 70-100 hits when new posts appear. She also reported on Grace Connects phone partnerships. Pastoral Care continues to check in with people in need. The Tribes collaborated with parishioners in a **mask-making** project. Outreach redirected some of its **funding to Helpline**. **Youth meetings** continue Sundays via Zoom.

The wardens shared current Vestry work, including closely **monitoring the budget**. Wren led a discussion of **Camp Resurrección**; she will be checking with Baudelina Paz, to explore options to serve that community.

Vestry

- **March:** The Vestry met virtually via Zoom meeting

We opened with **Evening Prayer**.

Wren provided a copy of the 2019 **Parochial Report**, submitted to the national church. The report outlines our membership, income, priests, and adjunct clergy. Following the meeting, the report was approved by an email vote (requires **100% approval** of the full vestry).

The vestry discussed the **potential impact on the budget** from the COVID-19 pandemic, especially the negative impact on plate loss. The Treasurer reviewed staff costs and the vestry agreed that Grace had the resources at the time of the meeting to continue to employ its staff. Some maintenance items and a parking lot project were put on hold. Of particular concern: Grace's ability to provide financial support to parishioners and community as a result of potential job loss and more. A motion passed to approve Deborah Schenk as the authorized individual to access and to make transfers from Grace's Vanguard account.

Judy McKenzie, Trustee for Human Resources, led a discussion of progress on the Strategic Plan. She urged the Vestry to consider a Grace Mission Statement.

Special Actions: At the end of March, a special email vote approved opening a new account at a second bank to ensure all funds in Grace's bank accounts were protected by FDIC limits. The motion passed with 100% but was later nullified by a subsequent Vestry vote to instead meet this goal by using funds from the current bank accounts to purchase **CDs at Vanguard**, with laddered dates of maturity.

- **April Special Meeting:**

Early in April the Vestry became aware of a federal CARES Act program open to small businesses and non-profits, to potentially cover some [COVID closure] staff costs through a loan which would become a grant under specified circumstances. In a virtual meeting on 4/5/2020, the Vestry approved applying. The Treasurer and the Wardens gathered required documentation and contacted banks participating in the **Paycheck Protection Program through the SBA**. All funds have currently been allocated and Grace may receive a loan only if Congress appropriates additional funds to the program

- **April:**

The meeting provided the opportunity for the Vestry to thoroughly review current activities, Grace worship services, and the current budget situation.

Warden Luke Yoder reported on a review of the Grace **server** currently in process with help from parishioner Dan Rohan. Bids are in process, as the server is intermittently down. Luke will bring a proposal to the Vestry. Warden Daphne Davies clarified Diocesan rules on email **votes** and virtual meeting votes.

Wren reported on online worship structure and growth. She mentioned that she is in contact with Baudelina at **Resurrección** to assess possibilities to serve that community. Current needs include tutoring for children who are not receiving regular school services, and masks for farmworkers. Tulip Workers have experienced tremendous job loss.

Trustee for Development Ann New reported on the "**Easter Giving**" letter, following which receipt of gifts and pledges seems to have improved. Plans for next "asks" are in process. Ann also asked about **data tables** available in OnRealm to better assess the impact of fundraising efforts; Krista Webb will help.

Krista Webb suggested a letter to introduce herself and her role to parishioners, and to encourage interest in leadership for the future.

Mike Leamon reported on a delay in Place for Grace **work parties** due to the Stay Home order. Mike will contact Eric to provide for first steps on the **facilities review**.

Treasurer Deborah Schenk reported on status of the **budget** in general; currently, things are stable, due in part to a high level of 2020 pledges pre-paid in 2019. **Concerns:** loss of plate income, as well as zero income on rentals due to the building closure. Deborah reported no response thus far on the PPP loan. Set up of Vanguard CDs is in process. Deborah will work with a member of the Finance Committee to build some financial forecasts considering the long-range impacts during and following the Stay Home period.

Wren reported on staff activities; Ann Strickland will sub for Martin for several weeks due his workload at Olympic College. Staff continue to work remotely and the Vestry affirmed its support for staff.

Daphne Davies, Warden

Questions? Please contact daphnedavies33@gmail.com.