

Good Samaritan Episcopal Church
Bishop's Committee Meeting Minutes
Sunday April 19, 2020

Members Present: The Rev. Gray Lesesne, Jason Addis, Ellen Burton, David Huang, Kevin Samples, Melinda Sowers, Erin Tanner, Denise Young.

The Bishop's Committee met via Zoom.

Father Gray called the meeting to order at 11:12 a.m.

Committee Members shared joys and concerns in their lives.

Approval of March Meeting Minutes: Minutes from the March meeting were reviewed. Kevin made a motion to approve the minutes. Jason seconded the motion. March minutes approved.

Treasurer's Update: Melinda reviewed the March financial information and reported that all was reconciled. Savings account reflects a balance of \$120,259; the checking account balance is \$87,337.78. Expenditures from ministry areas are holding steady after a request from the Wardens and Gray to curtail all but essential spending in light of financial concerns stemming from the Coronavirus crisis. Members took a few moments to examine the budget areas in which they serve as ministry liaisons to ask clarifying questions. Ellen made a motion to approve the Treasurer's Update. Jason seconded the motion. Motion approved.

Vicar's Report (see below): Gray noted in his Vicar's Report that we have maintained near full engagement from the parish for online Sunday services that started on March 15 as the Coronavirus crisis began, and that to date, our giving has not suffered. Rolling attendance in the last four weeks has averaged 179.

May Meeting Dates: Father Gray noted that the Bishop's Committee will meet twice in May 2020. On May 3, we will join with representatives of the Strategic Planning Team in meeting a representative from Trinity Wall Street via Zoom after worship for a presentation on where our planning stands. The regular May Bishop's Committee meeting will be on May 17.

Resolution 2020-01: Jason made a motion to approve this resolution, and Erin Tanner seconded. The Bishop's Committee voted unanimously to approve this resolution.

Note: This resolution memorializes an emergency vote taken electronically on April 2, 2020.

WHEREAS, in response to the anticipated financial losses caused as a result of the COVID-19 crisis, and upon the recommendation of the Episcopal Diocese of Indianapolis,

BE IT RESOLVED that the Bishop's Committee authorizes the Vicar, Wardens, and Treasurer to apply for a Payroll Protection Loan offered by Indiana Members Credit Union under the auspices of the 2020 CARES Act, which provides relief to small

businesses and nonprofits, and

BE IT RESOLVED that the Bishop's Committee commits to fulfilling the requirements of the loan, which are that the proceeds are used to cover payroll costs, rent, and utility costs over the 8 week period after the loan is made and that employee and compensation levels are maintained throughout the duration of the loan, and

BE IT RESOLVED that the Bishop's Committee directs the Vicar, Wardens, and Treasurer to seek the full forgiveness of the loan at the end of the funding period in accordance with the requirements of Indiana Members Credit Union and the Small Business Administration.

A reporting of the expenditures will be prepared and submitted by June 30, 2020. Melinda suggested a separate line item in the budget to track the use of this money.

Conversation Regarding COVID-19: The Bishop's Committee took a few moments to discuss ministry implications for COVID-19 crisis.

- Pastoral Care: Father Gray is meeting with Wardens each week. Each staff member has 20 families to check in on once per week. We have two families affected w/ COVID and Father Gray has ministered to them. The staff is also working to include and engage our children and youth. Assisting with the transition back to normal life will become an issue that will need to be addressed. Bishop Jennifer is being cautious about bringing everyone back to normal Sunday worship.
- Continued Community Building: Spiritual formation in small groups is essential during this time. Father Gray and Heidi Morris Cass have worked to form Going Deeper groups and weekday spiritual offerings for members of the congregation.
- Communication Plan: Father Gray is working with ministry leader Charlee Mitchell on effective communications during this crisis, which includes every day interactions on Facebook recognizing birthdays and highlighting the activities of Good Samaritans. This enables us to pass along positive messaging to the larger community without spending considerable funds on advertising. Our sign on 56th Street Property will be modified to invite online participation. Astrid is re-designing the website, thus saving the cost of outsourcing this project to a third party vendor. Finished design is expected in May. She continues to be a great asset to our administrative team.
- Outreach/Service Projects: Lucy Karam, our outreach leader, is keeping at least three outreach projects going at the same time with existing partners. Feedback has been positive from all sides.
- Short-term Worship through the end of May: Kendall working on expanding the sound quality on our worship on Zoom in regard to bandwidth. We have applied for a technology grant of \$5,000 from the Indianapolis Center for Congregations, to be used for enhancing online worship. Purchases must be made after the grant

is made; we cannot purchase now and use the grant as reimbursement. The application for the grant is due May 15.

- **Longer-term worship impact:** The consensus from Bishop Jennifer has received from her fellow bishops indicates we may not be able to gather in groups larger than 50 people for some time. We also need to consider the possibility that Brownsburg schools may not allow our group to gather at Harris Academy once schools reopen. Father Gray is in discussion with The Rev. Erik Allen, the pastor from Messiah Lutheran Church for a possible solution for building use if that eventuality comes to pass.
- **Strategic Planning Impact:** Trinity Wall Street is still engaged with us and coming to learn more about our Strategic Planning process on May 3. We have received encouragement from them to continue planning. The Plan B team is on heightened alert to look for contingencies given that with coming economic challenges, demonstration grants may not be as readily available for this project as we have anticipated. Ellen Burton reported that in working with the partnerships with nonprofits, talks were going well but have faded a bit during this uncertain time as they focus on client-critical responses. She noted her working group plans to have a formal meeting with all interested nonprofit parties by the end of June with specific information to present to their respective boards. We hope to draw letters of interest from those boards sometime between July and October 2020.
- **Budget Impact:** The Wardens and vicar took the preventative step of freezing all nonessential expenditures to conserve cash. Kevin Samples reviewed measures we are currently taking to mitigate our expenditures. Brownsburg Community School Corporation is not collecting rent from us at this time. We have asked for an adjustment to our rent to reflect our lessened use of space at Elevate Offices. Kevin will follow up on this as well as other ways we might maintain our cash flow. We have also asked for and received permission from the Diocese of Indianapolis to defer the payment of our portion of Father Gray's salary from a quarterly to an annual basis, payable by December 31.

Gift of \$5,000 from anonymous donor: Father Gray reported the receipt of an anonymous gift in March made in thanksgiving for support received from the congregation during an especially difficult time in the donor's life. The funds are unrestricted. The committee will discuss their use in June when revisiting the budget. For now, the money will be set aside.

Reports from Ministry Liaison Areas: Bishop's Committee members continue to check in with their respective ministry leaders. No one had concerns to share at this time.

Executive Session: The Bishop's Committee then entered an Executive Session to discuss a personnel matter. No decisions were made during the Executive Session that would require a documented vote in accordance with the by-laws of the congregation.

The Committee members shared prayer requests and gratitudes.

With no further business, the Committee adjourned at 12:53pm.

Faithfully submitted,

Denise Young

Vicar's Report

Measures and Benchmarks as of April 12, 2020

- Number of people in "base": (completed Good Sam's 101 and considered solid): 176 (118, adults, 58 children/youth)
- Number of newcomers (people in the pipeline yet to go through Newcomer Initiation): 50 (35 adults, 15 children/youth)
- Rolling attendance last 4 weeks: 179 (233, 185, 165, 135)
- Year to date attendance average Sunday attendance: 143
- Year to date attendance last year at this time: 101
- 2020 amount pledged: \$152,834 in 67 pledges
- 2020 amount given: \$53,078 (as of March 30)--35% of annual giving
- Gray's meetings with community leaders: Shayla Pulliam (Diversity and Inclusion Manager for State of Indiana), William Rhodehamel (Hendricks County Community Foundation), Arlene Coleman (Diversity Trainer, Child Advocates, Inc.).