

St. Alban's Episcopal Church, Austin, Staff Meeting

Sunday, October 25, 5:30 PM

*via Zoom video conferencing

*With God's help, we seek the transformation of lives
through sharing the gifts of God's grace and love.*

In Attendance: Rev. Anne, Jennifer, Steve, Liz, Jill, Roxanne, Nelson,
Roxanne, Don, Eric

1. **Opening prayer**
2. **Parishioner Comments**
3. **Announcements/Check In**
4. **Approval of Minutes**

- *Motion to approve seconded and passed*

5. **Finance Update**

- a. Financial Report

Summary of bookkeeper change discussed

- i. Payroll Tax Returns/SSA
- ii. New Processes

How will the budget change next year?

- iii. Financial Status

Summary of general good financial status discussed

- b. Stewardship

What will be the stewardship target?

- c. 2021 Ministry Funding Plan Process
- d. Capital Campaign update

Discussed delay of capital campaign and possibility of it coinciding with stewardship campaign next fall, allowing us to focus on the rector search

6. Transition

- a. Safeguarding God's Children video
- b. Pre-search
 - i. Congregational Self-Assessment (ACTION)

Determined to be useful and well-priced for the information gleaned from it

- Motion to engage HolyCow as survey administrator seconded and passed

- ii. Parish Profile/Profile Strike Team
- iii. Clergy Compensation
- iv. Search Team Budget

7. Property

- a. Emergency plan update

Status of Emergency Plan Report discussed

Discussed parishioner suggestion for second deck of parking lot in preparation for increased congregation size due to nearby apartments opening up (deferred for now)

Updates to water system discussed

8. Worship

- a. How is in-person worship going? Plans for the future

Setup of meeting in parking lot and timing of how long to wait before moving back into the church discussed (Covid resurgence may delay things for a while). Possibility of delineating six foot squares for moving parishioners in a little closer.

9. Other Business

- a. Other questions

Vestry Person of the Service duties and sign-up discussed

10. Closing Prayer & Adjourn