

**St. Alban's Episcopal Church, Austin**  
**Vestry Work Meeting Minutes**  
Thursday, September 17, 7:00 PM

Attending: Jennifer, Don, Ken, Steve, Liz, Nelson, Eric, Roxanne

- 1. Opening prayer**
- 2. Announcements**
  - a. Purse for Erin
  - b. Updated directory
    - Directory pictures are requested by some of the congregation.
- 3. Transition updates**
  - a. Transition Minister Rev. Kellaura Johnson
    - i. Interim priest search
    - ii. Meeting Thursday, October 15<sup>th</sup>
  - b. Review Parish Transition Assessment Form
    - We are looking into shared file storage and/or cloud storage for church documents/files.
    - We will be changing keys and codes, per diocese suggestion.
      - In addition, we will use this opportunity to look into who has taken the proper safeguarding courses in order to acquire new keys/codes.
- 4. New Vestry committees**
  - a. Finance (Ken, Jill, Nelson, plus existing Finance members)
    - i. 2021 MFP process
      - Finance committee will be starting in on finalizing MFP next week.
    - ii. Vendor List
  - b. Property (Don, Liz, Steve, plus parishioners?)

- i. Emergency plan
- ii. Spruce Up St. Alban's

- Property committee is looking into volunteers to help out with our 'to do' list.
- We are rethinking office area assignments and usage of space
- We will be inquiring into the Fire department service area in an effort to determine whose jurisdiction we are currently in.

- c. Regathering Task Force (Eric, Roxanne, Susan Tennison, staff)
  - i. Outdoor worship and/or Eucharist

**5. Other Business**

- a. Notes from Bishop Ryan monthly western regional call
- b. Capital Campaign

- Kurt Appel will be in town next week and will be meeting with key church members regarding the Capital Campaign next year.

- c. RCA

- We believe we should continue receiving rent payments for the duration of the contract through May, but will continue to monitor the situation.

- d. Other questions

**6. Closing Prayer & Adjourn**