**Palmer Memorial Episcopal Church**

**Special Vestry Meeting Minutes**

**July 1, 2020**

**Vestry present: Vestry absent:**

Burdette Keeland, Senior Warden Al Hergenroeder

Kristie Van Arsdel, Junior Warden Mike Murphy

Rita Justice

Barbara Hass

Gretta Boshara

Steven Killworth

Susannah Webb

Randy Byrd

Shannon Westin

David Robinson

Libby Spoede

Rand Key

Kelly Williams

**Clergy present**

The Rev. Neil Willard

The Rev. Liz Parker

The Rev. David Wantland

The meeting started at 5:04 pm by Zoom and ended at 5:36 pm.

**Opening Prayer**: David Robinson

Burdette Keeland asked that this special meeting be held to discuss reopening of Palmer in light of St. John the Divine and St. Martin’s having done so. However, the group concluded that with the spike of the virus in the Houston area it would not be prudent for Palmer to open until COVID numbers decreased and remained low. Neil noted that other churches that had opened had now closed again. David Wantland agreed to forward the results of the Palmer parishioner reentry survey to Vestry members and Neil Willard said he will give us a report on where we stand.

Neil said our plan for reopening has been approved by the Bishop and that we currently are in Phase I for reopening. Going to Phase II is the decision of the rector. Some of the things Neil will be looking at are: guidance and data from public health officials and guidelines from the Diocese.

David Wantland shared on what is being done to move to Phase II. He is working on a video to show parishioners what it will look like when we return. We will have three services on Sunday with a maximum number of 45 people at each service. He went through a list of changes that are being made to reopen. At this point we are only missing a couple of items.

Neil said there is no current date set to move from Phase I to Phase II. When we do enter Phase II or III, it’s possible we’ll have to move back one or two Phases if conditions require.

David said there will be a signup process to reserve a spot in the church each week.

Susannah Webb asked what medical data we are using and Neil responded it will be from the TMC. In response to another question from Susannah, David said parishioners will have to sign a release form as a condition to return. The release form is like those used elsewhere. Ours has been sent to our chancellor for review.

Burdette asked that Vestry members send emails to Neil or David if they have questions.

**Closing Prayer:** Neil Willard