
Report of the Sanctuary Task Group of St. Michael & All Angels/San Miguel y Todos los Angeles

Sanctuary Task Group

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Table of Contents

Acknowledgements.....	iii
1. Introduction.....	1
2. What Is Sanctuary?	2
What does “providing sanctuary” mean?	2
Sanctuary means:.....	2
3. What Are the Biblical and Current Faith-Based Contexts for Providing Sanctuary?.....	3
What is the biblical context for offering sanctuary in a church?.....	3
What is the current faith-based context for offering sanctuary?.....	3
4. What Would Sanctuary at STMAA Entail?.....	4
5. What Would Be the Process for Addressing Requests to Provide Sanctuary at STMAA?.....	7
Source of Sanctuary Request.....	7
Establishing Sanctuary	7
6. What Would a Covenant with Those Seeking Sanctuary Entail?.....	8
Covenant.....	8
The Attributes Required of the Person Seeking Sanctuary:	9
7. What Physical Space Requirements and Modifications Would Be Necessary?.....	10
8. What Other Financial Considerations Does Sanctuary Involve?.....	13
9. What Impacts Would Sanctuary Have on the Congregation, Clergy, and Staff?.....	14
Impact on Latino members of our congregation:	14
Impact on the clergy, staff and members in general:.....	15
Representation to the Public.....	15
Strain on Clergy and Staff	15
Impact on Space	15
9. Conclusions.....	17
Appendix A. A Charge to the St. Michael & All Angels Sanctuary Task Group	18
Appendix B: Facilities Report	20
Appendix C: Response from the Rev. Allison Harrington	24
Appendix D: Experiences and Suggestions from Augustana Lutheran Church	26
Appendix E: Survey for Latino Parishioners.....	28
Appendix F: Comments from Survey of Latino Parishioners	30
Appendix G: How Did We Get to this Point?.....	32

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1. Introduction

In the spring of 2015, the Reverend Christopher Craun, rector of St. Michael & All Angels/San Miguel y Todos los Angeles (STMAA), charged the St. Michael's Sanctuary Task Group to prayerfully discern how we as a parish are called to respond to the next person in need of Sanctuary. This document lays out the results of that work. It reflects all of the information, carefully considered and weighed, that was received by this group in response to its inquiries.

As such, it represents the Group's understanding of how the parish might best respond to a future request for sanctuary, should one arise. (Appendix A: Charge to Sanctuary Task Group)

The purpose of this report is to lay out for the rector and the vestry what being a sanctuary church would look like at STMAA. As such, we define and describe the requirements, available resources, and likely impacts of becoming a sanctuary church. Should the rector and vestry be faced with a request for sanctuary and choose to move in that direction, the plan herein will guide the parish as it moves forward. We note that the decision of whether to provide sanctuary is made on a case-by-case basis by the rector with advice from the vestry. This report is designed to support that decision-making process, not to make the decision itself.

The remainder of this report lays out the Sanctuary Task Group findings with answers to the following questions:

- What is sanctuary?
- What are the biblical and current faith-based contexts for providing sanctuary?
- What would sanctuary entail at STMAA?
- What would be the process for addressing requests to provide sanctuary?
- What would a covenant with those seeking sanctuary entail?
- What physical space requirements and modifications would be necessary?
- What other financial considerations does sanctuary involve?
- What impacts would sanctuary have on the congregation, clergy, and staff?

2. What Is Sanctuary?

What does “providing sanctuary” mean?

At a societal level, “as an act of public witness, the New Sanctuary Movement (NSM) enables congregations to publicly provide hospitality and protection to a limited number of immigrant families whose legal cases clearly reveal the contradictions and moral injustices of our current immigration system while working to support legislation that would change their situation” (www.fusden.org/content/immigration-justice). The NSM views providing sanctuary as a spiritual undertaking that has the power to transform the individuals involved, the congregation offering sanctuary, their community, and ultimately national policy.

At the congregational level, it means hosting an undocumented immigrant at the church for a period of time while legal resolution is sought to the person’s immigration status and serving as a support system for his/her family during this time. The NSM refers to this as prophetic hospitality. Usually this hospitality is offered when a deportation order has been issued that would adversely affect the person and his/her family should it be enforced. In particular,

Sanctuary means:

- Hosting publically an undocumented person at the church for a period of time while legal resolution is sought to the person’s immigration status;
- Serving as a support system to the person and their family during this time;
- Standing openly in solidarity with our immigrant brothers and sisters with others in the community as an action to influence deportation decisions and to ultimately change U.S. immigration policy.

Sanctuary is not harboring, which is to provide shelter in a secret manner. Sanctuary is a public act. In addition, this report defines sanctuary as including the honoring of all legal warrants. Should legal warrants be served, sanctuary hosts would ensure they are valid and honor them. Typically, United States Immigration and Customs Enforcement (ICE) does not cross church property lines to serve deportation orders. Sanctuary thus provides an opportunity for immigration decisions to unfold without the person in question being deported during that time.

3. What Are the Biblical and Current Faith-Based Contexts for Providing Sanctuary?

What is the biblical context for offering sanctuary in a church?

Offering sanctuary in a church has its roots in Hebrew scripture both as a safe place when one could not get a fair hearing for a crime of which they were accused and as an act of hospitality. An often-quoted scripture in support of offering sanctuary is:

When an alien resides with you in your land, you shall not oppress the alien. The alien who resides with you shall be to you as the citizen among you; you shall love the alien as yourself, for you were aliens in the land of Egypt: I am the Lord your God. (Lev 19: 33-34)

This theme is echoed elsewhere in the Hebrew scriptures and in the New Testament in Jesus' commandment that we love our neighbors as ourselves.

What is the current faith-based context for offering sanctuary?

In the early 1980's, refugees from Central America fled to the United States to escape violence and human rights violations in their countries. Because their governments were allies of the U.S., federal immigration policy would have denied the majority asylum. Hence, many refugees sought sanctuary in churches. A broad-based group of churches offered sanctuary as an effort to protect the identity of the refugees and to provide a safe refuge as well as advocated for change in immigration policy. This interfaith response, referred to as the "Old" Sanctuary Movement, was ultimately successful in helping change national policy as well as enabling thousands of refugees to start a new life in the U.S.

Since 2006 and more recently in response to current immigration policy under which a significant increase in deportation of undocumented immigrants has occurred, a "New" Sanctuary Movement (NSM) has emerged. The NSM "is a coalition of interfaith religious leaders and participating congregations, called by our faith to respond actively and publicly to the suffering of our immigrant brothers and sisters residing in the United States". It is "a national effort by religious leaders and congregations of all faith traditions to respond to the crisis of families being broken by an ineffective and unjust immigration system. The NSM engages congregations in accompanying, supporting and hosting immigrant families facing deportation while publicizing their stories." (New Sanctuary Movement Tool Kit, www.newsanctuarymovement.org.)

4. What Would Sanctuary at STMAA Entail?

Sanctuary would entail:

- A safe and secure place to live within the parish property with a minimum of hot and cold running water, food storage and preparation facilities, bathroom and sleeping accommodations.
- A clear decision-making process for determining who would be accepted into sanctuary, and for determining the continuation or termination of sanctuary.
- A covenant with the person accepted into sanctuary regarding expectations related to resolving their immigration/legal status and their behavior while in sanctuary, with periodic re-evaluation of how well expectations are being met.
- Accompaniment by hosts during stay:
 - 24 hours a day by 2-person teams especially during the initial weeks in sanctuary;
 - Accompaniment by volunteers to meetings with immigration officials, court appointments, etc.;
 - Witnessing of contacts with immigration and court officials, and honoring valid and legal warrants if presented.
- Addressing daily living needs of person in sanctuary:
 - Meal or food provision;
 - Security within the parish property;
 - Health & well-being of the person and extended family;
 - Arrangement for meeting financial obligations such as house payments/rent.
- Controlled contact with the media to ensure that sanctuary is visible to the community and seen as an open and transparent process, not one of harboring or concealing.
- Collaboration with other faith communities and interfaith immigrant justice organizations, in particular the Interfaith Movement for Immigrant Justice (IMIrJ, <http://imirj.org/>), which will:
 - Coordinate recruiting volunteers for hosting and all accompaniment activities as well as food provision;
 - Provide consultation and training related to media contact;
 - Help with financial management;
 - Provide contacts at the local, regional and national level with sanctuary supportive groups and advocates;
 - Help with finding legal representation for person in sanctuary.
- A designated Sanctuary Manager and Support Team (5-7 members) to coordinate and respond to the logistics of sanctuary on a daily basis. The logistic areas include:
 - Communication & media contact:
 - Rector will be key contact and communicator with media;

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- Parish controls time and place for media contact, press releases, updates, interviews;
- Training will be provided so those (staff, parishioners, volunteers) who may be approached by media, the public or law enforcement will know how to respond;
- Cell phone with dedicated line and voicemail to be handled by Sanctuary Support Team;
- The Congregation and other ministries will be informed so that they are prepared for what might be going on prior to public media events.
- Security:
 - Process for volunteer monitoring of property will be put in place including identifying safest areas of property (though the entire property is considered sanctuary).
 - Contact phone numbers for Sanctuary team leader, attorney , and security team will be available on site and clearly visible so they can be accessed easily if needed;
- Food provision:
 - Coordination will occur in conjunction with IMIrJ who will connect with other faith communities so that responsibility for food or meal provision can be rotated. For STMAA rotation, existing meals ministry will be used as with Augustana experience.
- Accompaniment logistics:
 - Arranging shifts, ideally of 2 people, 24/7 at least during initial weeks will be done in conjunction with IMIrJ to connect with other faith communities ;
 - Arranging accompaniment for meeting with immigration officials, court appearances, etc..
 - Training will be provided for encounters with immigration officials or law enforcement and will include what to do if presented with valid warrant (including what constitutes a valid warrant) and rights of person in sanctuary;
 - Process for monitoring the quality of accompaniment will be in place.
- Extended family needs:
 - Ideally, someone who knows family will keep tabs on how family members are managing (e.g: financial, emotional, household management, transportation issues) and when intervention may be helpful;
- Mental health, physical health & spiritual needs:
 - Emotional support and guidance will be provided as needed including recruiting mental health professionals either outside, or within the community to assist the family. These may include volunteers from IMIrJ, congregation, Familias en Accion, etc.
 - Spiritual needs will be attended to by STMAA clergy and other clergy per request of person in sanctuary.
- Finances and fundraising to support person while in sanctuary:
 - IMIrJ has sanctuary funds and policies that would be available to other churches such as St. Michael. (Augustana raised funds that were then donated to IMIrJ);

- Financial needs of family will be assessed and fundraising options and limitations will be explored (e.g., SS# needed for some options).
- Covenant will specify exactly what STMAA can and cannot do about financial issues for family.
- Monitoring legal aspects of case:
 - Signed Release of Information Consent will be obtained from person in sanctuary to ensure that STMAA liaison can communicate directly with the person's attorney(s).
 - IMIrJ and IWC both have lists of immigration and criminal attorneys that can be shared with person in sanctuary if needed.
- Liaison with the Interfaith Movement for Immigrant Justice (IMIrJ) who coordinates community support for sanctuary and contacts with other groups at local and national level:
 - IMIrJ has existing national connections (with for example the New Sanctuary Movement, Church World Service, Interfaith Immigration Coalition, Immigration Advocates Network) and will connect us with key persons in these groups for national support;
 - IMIrJ has existing local connections (with for example Voz, EMO, Familias in Accion) and will connect us with key persons in these groups for local support.

5. What Would Be the Process for Addressing Requests to Provide Sanctuary at STMAA?

Source of Sanctuary Request

The request for sanctuary must come from one of the following entities:

- The STMAA Misa community;
- The Interfaith Movement for Immigrant Justice (IMIrJ) of Portland;
- A legal firm working extensively with immigrant rights issues;
- Another faith community in the Portland area to whom the sanctuary seeker is known.

The entity or its representative (e.g., clergy) making the request must:

- Vouch for the character of the person seeking sanctuary;
- Attest that the person is at risk for imminent deportation (e.g., a deportation order has been issued; pressure from US Immigration authorities);
- Affirm that there is a compelling reason to prevent immediate deportation (e.g., not all legal avenues have been pursued/exhausted to resolve the person's immigration status; the person is at risk for violence or death if deported).

Establishing Sanctuary

Upon receipt of a request to provide sanctuary, and with an endorsement from one of the entities noted above, the Rector or other designated clergy of STMAA may agree without further consultation to provide one month of temporary sanctuary.

Care should be taken to preserve the spiritual sanctuary that STMAA provides in its Misa community. To help ensure this, requests from members of the Misa community should be weighted heavily, compared to requests from outside the community. In addition, dialogue between the rector/vestry and the Misa community about providing sanctuary, especially the public nature of it, would help preserve the spiritual sanctuary already existing.

Once temporary sanctuary is initiated, the Rector will:

- Designate a Sanctuary Manager and appoint the Support Team to handle logistics;
- Establish a covenant with the person seeking sanctuary to include expectations/attributes listed below.

6. What Would a Covenant with Those Seeking Sanctuary Entail?

Covenant

A covenant, that is, a signed agreement between STMAA and the person seeking sanctuary will be established and signed by both parties at the beginning of temporary sanctuary. The Rector will be the signer for STMAA as the ultimate decision-maker/responsible person in matters related to sanctuary. The covenant will stipulate the expectations of the person offered sanctuary, specifically the attributes described below. The covenant will also stipulate specific support to be offered by STMAA, for example, what financial support can be provided to the family (e.g., help with rent payments for family); what area in church will be used for living arrangements and who this includes; expectations about visitors, etc.

The Rector will request that the Sanctuary Manager and the Sanctuary Support Team review the situation of the person in sanctuary during the one month temporary sanctuary period for the purpose of making a recommendation to the Rector and Vestry regarding providing ongoing or long-term sanctuary. The review is to determine the degree to which the covenant has been met, that is, that the expectations/attributes outlined in the next section are demonstrated by the person in sanctuary and any extenuating circumstances in the event an attribute is not fully present. The review will also address the extent to which STMAA has fulfilled its obligations outlined in the covenant.

Based on the review, the Sanctuary Manager and Support Team will make a recommendation by the end of the temporary sanctuary period to the Rector and Vestry regarding providing ongoing/long-term sanctuary. The Rector in consultation with the Vestry will make a determination about continuing or terminating sanctuary.

If ongoing/long-term sanctuary is provided, the Sanctuary Manager and core group will conduct a review at least every three months to determine whether or not the person in sanctuary continues to meet the expectations of the covenant by demonstrating the desired attributes. During this review, input also will be solicited from the person in sanctuary regarding what would improve his or her living conditions in sanctuary or enable him/her to meet the terms of the covenant. If it is found the attributes are no longer present in sufficient strength to warrant continued provision of sanctuary, the Rector and Vestry will be informed.

Guidelines for such a covenant are in the process of being developed by IMIrJ and will be available to STMAA when completed.

The Attributes Required of the Person Seeking Sanctuary:

The person entering sanctuary and the STMAA community need to accept that once a person enters sanctuary a close family relationship between the person and STMAA is being initiated. There will be expectations of the person in sanctuary as well as of the STMAA community. For example, STMAA will welcome the person to participate in and be part of the STMAA community. As with any parishioner, STMAA will be concerned about the person and his/her family's physical and emotional well being as well as spiritual needs. Moreover, specific expectations of the person in sanctuary stipulated in the covenant will include the following:

Regarding immigration status related attributes, the person in sanctuary needs to:

- Have retained an immigration attorney or firm to represent him or her;
- Provide the name and contact information of the lead attorney to STMAA and grant permission to that person to confer with STMAA representatives;
- Be actively working with the attorney and others to resolve his or her immigration situation;
- Accept that STMAA representatives intend to comply with legal subpoenas which may include providing access to the person in sanctuary if legal papers are served.

Regarding living in sanctuary at STMAA, the person in sanctuary needs to:

- Demonstrate a willingness to live in harmony with an active faith community that provides community and spiritual services seven days a week;
- Refrain from engaging in any illegal activity or activity inconsistent with living on the premises of a church;
- Treat all persons hosting his/her stay or accompanying him during sanctuary with respect;
- Participate in preparing his or her meals and perform routine cleaning of the living area to the extent he or she is capable;
- Accept that the decision to provide long-term sanctuary may be denied or terminated if it is determined that the individual has habitually conducted his or her affairs outside the rule of law, including having a record of ongoing violence against/abuse of others. It is accepted that the person entering sanctuary will in all likelihood have legal issues in addition to issues associated with his or her immigration status. STMAA is committed to trying to understand the extenuating circumstances associated with the non-immigration legal issues. Issues that are clearly one time aberrations in the record of an otherwise law abiding citizen need not be held against the person. Issues that are continual and seem to form a pattern of behavior will raise red flags and may result in a decision to deny long-term sanctuary.

7. What Physical Space Requirements and Modifications Would Be Necessary?

Sanctuary requires a safe and secure place for a person to live within the parish property. At a minimum, this requires hot and cold running water, a refrigerator, stove, toilet, a place to prepare food, and a place to sleep. At St. Michael's, the logical place for sanctuary to occur is the first floor of St. Michael's House. Specifically, the most likely location for private accommodations for the person in sanctuary is the office space, now occupied by the Associate for Youth, who would then move to the space currently occupied by the archives. An alternative location needs to be found for storing the archives. *For the purpose of this document, needs are being discussed in the context of sanctuary. However, some capital improvements that would benefit sanctuary are also being sought for the parish much more broadly. (e.g., a security fence, a shower available for clergy and staff, etc.)*

- **Need:** Kitchen with sink, hot and cold water, refrigerator and food prep.

**Effort/cost:*

**Phase one:* do nothing, dishes will be done by hand and placed in a drying rack, kitchen layout will remain the same, flooring and painting will remain the same.

**Phase two:* Purchase/install a larger refrigerator/freezer. Estimated cost is \$500.00 to \$800.00. If phase two is not selected, additional freezer/refrigerator space may be needed for storage of prepared food for the Sanctuary Candidate and Witnesses and is not included in the estimate.

**Phase three:* Update the space to a modern layout and the installation of a dishwasher. Work will include new floor material, painting, and the electrical, carpentry and plumbing necessary for the installation of an electric dishwasher. Contractor supplied activities will be necessary with an initial estimate of \$5,500.

**Impact to user groups:* All current users will have to relocate to other STMAA spaces once a sanctuary candidate is moved into the space. (Youth Ministry leadership, Church Archive office, and storage location.)

- **Need:** Update the bathroom with a shower, updated sink /counter, new flooring, repaint walls and ceiling.

**Effort/cost*

**Phase one:* Do nothing, sponge baths will suffice, showering must be done in another location.

**Phase two:* Install a corner prefab shower unit with no additional modifications to the space. Estimated cost is \$600.00 to \$700.00.

**Phase three:* Install a shower stall on the west wall of the existing bathroom, replace the counter and sink, repaint room and install new floor. Estimated cost is \$4200.00 and will be contractor provided/installed.

**Impact:* All user groups will need to use the front stairway and entry door for access to the upstairs and the restroom in the main church building.

- **Need:** One bedroom will be required for the sanctuary candidate, an additional bedroom would be beneficial for family members, and/or a rest area for Witnesses on duty.

**Effort/cost:* Find a new location for the Youth Ministries office and the existing Archives office and move them to their new locations. Bedroom furniture will need to be purchased (or donated) and installed.

**Impact:* Youth Ministries and the Archive office will need to move out of St. Michael's house into unidentified space. Space will need to be identified for relocation of the two activities and a cascade of inconvenience will follow unless all physical space use is prioritized in advance.

- **Need:** Meeting space.

**Effort/cost:* The dining room and living room are adequate for meeting of 10-16 people.

**Impact:* None

- **Need:** Physical security of the building and all entries/exits.

**Effort/cost:*

**Phase one:* Do nothing, physical space security will not be possible.

**Phase two:* Install chain link fencing in all open spaces on the perimeter of the back of St. Michael's House building fencing with panic hardware between the church structure and the house to the North and from the house to the fence to the North (this section will cross the driveway and will need a large manually operated gate for access to the rear parking. This work will be accomplished by contractors at an estimated cost of \$7,000-\$10,000.

**Impact:* Minimal, as panic hardware will allow emergency egress to the West and the vehicle gate will allow secure parking and access to the rear entrances of both buildings.

- **Need:** Structure security (Key/code access).

**Effort/Cost:*

*Phase one: Do nothing, do not set the house alarm. No additional keys/codes are to be issued to new supporters of the Sanctuary effort. This will be labor intensive and inconvenient as volunteers will monitor and allow new/incoming volunteers to access the structure.

*Phase two: Separate St. Michael's House from the church alarm system, making it stand alone, and expand as necessary. Estimated cost of \$20.00 to \$25.00 per additional person added for keys and roster/documentation control.

- **Need:** Laundry space.

**Effort/Cost:*

*Phase one: Do nothing. Anticipate laundry will be done off site by volunteers.

*Phase two: Purchase and install a washer and dryer with electrical service, venting and plumbing . Estimated cost will be \$2,000 to \$4,000 depending on new or used equipment. For additional information, please see the Appendix B.

- **Need:** Custodial service.

**Effort/Cost:*

*Phase one: Have all custodial activities done by the volunteers.

*Phase two: Custodial contractor currently does work on Monday nights, but additional use of the space will require more effort at a higher cost, estimated \$70.00 additional/month.

8. What Other Financial Considerations Does Sanctuary Involve?

In addition to any modifications of St Michael's House, there would be other financial impacts on the St. Michael's community by offering physical sanctuary. The most obvious would be a potential increase in utility costs.

We explored the impact of offering sanctuary on the church's fire insurance policy. The insurance company's position is that they would not cover a fire event if a person was in sanctuary at STMAA because the church is not considered a living space. We then contacted several churches that have offered sanctuary to see how this issue was handled. In all cases the congregations proceeded believing the insurance company could be challenged on their position because the person in sanctuary is not leasing or paying rent for the space, and because churches routinely have overnight stays at the church for youth and for programs supporting people needing temporary shelter. One past example at STMAA is the overnight stays during a Cursillo weekend retreat. (See Appendix C: email from Rev Alison Harrington, Southside Presbyterian Church, Tucson AZ and Appendix D: summary of conversation with Pastor Mark Knutson, Augustana Lutheran Church, Portland, OR). We determined this is a legal 'grey area', and should be acknowledged as such. As there is no documented case in which this scenario was challenged with insurance companies, we simply cannot factually attest to the risk(s) (if any) for our church.

We explored the question of having an attorney on retainer for STMAA and the associated costs. In all instances we learned that no additional legal representation is required in the case of sanctuary beyond that which is already provided by the Diocese.

9. What Impacts Would Sanctuary Have on the Congregation, Clergy, and Staff?

Impact on Latino members of our congregation:

The task group was asked to especially consider the needs and concerns of the Latino members of our community regarding on-site sanctuary at STMAA. The parish already offers a safe, spiritual community for worship, for persons whose first language is Spanish. We were concerned that offering physical sanctuary might negatively affect members who are concerned about their immigration status. Would these members feel at risk because of the inevitable public attention that comes with offering physical sanctuary to an undocumented person? To address these concerns and questions, we gathered information from several sources: a focus group, individual conversations in Spanish with Latino parishioners, and a questionnaire that was distributed to the Misa by two of its members. What we learned from these efforts is as follows:

- Shortly after STMAA declared itself an Immigrant Welcoming Congregation in April 2013, members of the IWC core team met with the Misa Advisory Board. At that time, regarding the possibility of providing physical sanctuary at STMAA, they were told that while members did indeed have concerns about increased visibility by media and immigration officials, they would like to know that the possibility of sanctuary was available to them if they were to need it.
- As the Sanctuary Task Group was forming, the Rev. Chris Craun asked Susie Silva-Strommer to speak with Latino members of St. Michael's about their thoughts and feelings around the possibility of offering physical sanctuary on St. Michael's property. Susie reported to an STG member that she had spoken to members of at least 5 Misa families, most of whom were undocumented. With the exception of one person, who was "on the fence", every person she spoke to was in favor of offering physical sanctuary at STMAA. The individual "on the fence" stated that his concern was about the potential media circus that can be created in sanctuary situations, that he did not want that for STMAA, but would want the situation to be quiet and calm for everyone involved. As a moral issue, he felt providing sanctuary was the right thing to do.
- On two consecutive Sundays (8/16 & 8/23), a three question survey, in Spanish, was distributed to Misa members attending the 1:00 Service. (see Appendix E) Fifty-two surveys were returned. The responses to the survey were as follows:
 - 1) Would you support St. Michael's providing sanctuary to a person/family who attends the Misa? **Yes 51 No 1**
 - 2) Would you support St. Michael's providing sanctuary to a person/family who is not part of the Misa/St. Michael's community? **Yes 48 No 2 no answer 2**

3) Would you continue to worship at St. Michael's if someone was in sanctuary here? **Yes 51 No 1**

The survey also included an opportunity for comments, which can be found in Appendix F.

Impact on the clergy, staff, and members in general:

Representation to the Public

Sanctuary as an open, public action will involve some level of media attention. The parish becomes the gatekeeper for media interactions. The Rector, as the public face of the parish, working with the Sanctuary Support Team, will develop a consistent, concise media message. Media contact will require prior approval by appointment. Media training will be available for staff, parishioners, and the person in sanctuary.

Strain on Clergy and Staff

Because of its public nature, providing sanctuary adds significant work to a congregation. For staff, this includes direct effects from fielding increased calls and visitors, and indirect effects from supporting the clergy and members directly involved in the sanctuary efforts. To minimize this impact, a dedicated cell phone line with voicemail should be established and maintained by the Sanctuary Support Team. This enables staff to be a conduit for information only, offering the number of the dedicated cell, or taking information to relay only to the appropriate person, and not to be expected to discuss the issue.

The biggest work strain from sanctuary will fall on the rector, as the leader of the congregation's efforts and as the public face of the congregation for interactions with other agencies and with the media. Support from associate clergy (both staff and non-stipendiary) can help alleviate some, but not all, of this strain.

Impact on Space

The most likely location for private accommodations for the person in sanctuary is the office space in St Michael's House currently occupied by youth minister C.V. Hartline, who would then move to the space currently occupied by the archives. This would affect all groups currently using St Michael's House. Youth Group Space upstairs at St Michael's House would remain the same. In developing the covenant with the person in sanctuary, there may be times identified when public space in the downstairs areas of St Michael's House will be used for other purposes, at which time the person in sanctuary may remain in their private quarters or in other areas of the parish property. The Sanctuary Management Team will work with current users to identify alternative meeting spaces for groups that would prefer to find an alternative location to meet.

The following groups are current users of St Michael's House facilities:

- Youth Space – 4x/month;

- High School Night – 1x/month;
- Centering Prayer – 2x/month;
- Cornerstone – 2x/month;
- Al-Anon – 4x/month;
- Prayer Shawl Ministry – 1x/month;
- Canterbury Way (John Scannell group) – 1x/month;
- NE Reiki – 1x/month (just ended);
- Bible Study – 2x/month;
- Youth Minister office – 8x/month (at least) (one person);
- Storage of all archival materials and desk to work on same (permanent).

10. Conclusions

The St. Michael's Sanctuary Task Group was charged to prayerfully discern how we as a parish are called to respond to the next person in need of Sanctuary, should the need arise. The goal of this work is to provide a roadmap for sanctuary. This report is the culmination of a five-month process of gathering information, listening to thoughts and feelings of members of the congregation (from all services), and discussing and analyzing our findings as a group.

(Additional information about this process is included in Appendix G.)

We find that offering physical sanctuary at STMAA would indeed be possible, should the rector and vestry choose to do so, and we lay out the issues to consider and the actions to take if the need arises. Beyond these issues, the success of any offer of sanctuary would also hinge on considerable effort and commitment of our congregation and community partners.

We respectfully submit this report to the Rector and Vestry for their consideration.

Amy Cox, STG Facilitator

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Appendix A. A Charge to the St. Michael & All Angels Sanctuary Task Group

On April 18, 2013 the Vestry of St. Michael's signed a Declaration stating that "Moved by our consciences to stand in solidarity with our immigrant brothers and sisters and their families, we declare ourselves an Immigrant Welcoming Congregation." We committed to deepen our connection between immigrant and nonimmigrant members, educate ourselves, advocate for justice and comprehensive immigration reform, and accompany and support immigrants and their families at their request when facing immigration-related hearings and meetings or seeking change in their immigration status.

By the passion and dedication of our Immigrant Welcoming Congregation Team and the participation of equally moved parishioners, we have faithfully lived out our declaration over the past two years. From this, we have experienced a deep longing to do more. Through our accompaniment of Francisco rose up a desire to examine what it would look like for St. Michael's to be a Sanctuary church. Recognizing that this is a big step to take, with many different opinions and complicated feelings, I am charging the St. Michael's Sanctuary Task Group to prayerfully discern how we as a parish are called to respond to the next person in need of Sanctuary.

Facilitated by The Rev. Amy Cox and comprised of members of our IWC, Vestry, clergy and congregation I ask that the Sanctuary Task Group faithfully meet to prepare a proposal to be presented to the Vestry by September 2015.

I ask that the proposal include a description of:

- What sanctuary would look like/entail at St. Michael's
- A process for determining who was eligible for sanctuary
- The resources required from the congregation and to be drawn upon in the community
- The physical space that would be involved including modifications if any

I ask that special considerations be made regarding the following:

- Sensitivities of having a Latino community with many undocumented members
- The impact on the congregation both financially and on our building
- Any strain on the clergy and staff of St. Michael's

I ask that there be ample time offered to hear the concerns and enthusiasms of members of the parish and that the proposal includes clear guidelines and parameters around what we are saying 'yes' in becoming a Sanctuary church.

I charge that this group is guided by the Sanctuary Movement Toolkit, connected with our leaders in IMIrJ and led by the Holy Spirit.

Prayer for the Human Family

O God, you made us in your own image and redeemed us through Jesus your Son: Look with compassion on the whole human family; take away the arrogance and hatred which infect our hearts; break down the walls that separate us; unite us in bonds of love; and work through our struggle and confusion to accomplish your purposes on earth; that, in your good time, all nations and races may serve you in harmony around your heavenly throne; through Jesus Christ our Lord. Amen

Appendix B. Facilities Report

Facilities Issues
Sanctuary Task Force Efforts
Revised 8/15/2015

Sanctuary Needs:

A safe and secure place to live within the church property

At a minimum, hot and cold running water, refrigerator, stove, toilet, place to prepare food and a place to sleep

Summary:

The physical changes required to allow sanctuary in St. Michael house can be accomplished in a minimum period of time using contractors. The costs will be dependent on the phase of work selected, and if items like the security fence and the shower are considered beneficial to the non-sanctuary needs of the parish or staff and not part of sanctuary costs.

The biggest issue is insurance coverage. Our current provider Church Mutual will not write additional insurance coverage for anyone living in the structure. It may be possible to secure coverage from another carrier but they will have the same issues as Church Mutual. Should a claim be filed with the insurer, they will deny the claim. Based on their rules, harboring a felon in sanctuary will void our coverage.

We are not able to easily change the designation of our commercial property to non-commercial to allow someone to live in the structure. Pushing to change this designation may jeopardize the tax status of the property, with its attendant large tax liability.

Details:

In general, the first floor of St. Michael house will be used for the sanctuary space.

Need: Kitchen with sink, hot and cold water, refrigerator and food prep area
Effort/cost: Phase one: do nothing, dishes will be done by hand and placed in a drying rack, kitchen layout will remain the same, flooring and painting will remain the same.
Phase two: Purchase/install a larger refrigerator/freezer. Estimated cost is \$500.00 to \$800.00.
Phase three: Update the space to a modern layout and the installation of a dishwasher. Work will include new floor material, painting, and the electrical, carpentry and plumbing necessary for the installation of an electric dishwasher. Contractor supplied activities will be necessary with an initial estimate of \$5,500
*If phase two is not selected, additional freezer/refrigerator space may be needed for storage of prepared food for the Sanctuary Candidate and Witnesses and is not included in the estimate.

Impact to user groups: All current users will have to relocate to other SMAA spaces once a sanctuary candidate is moved into the space. (Youth Ministry leadership and Church Archive office and storage location)

Need: Update the bathroom with a shower, updated sink /counter, new flooring, repaint walls and ceiling
Effort/cost: Phase one: Do nothing, Sponge baths will suffice, showering must be done in another location.
Phase two: Install a corner prefab shower unit with no additional modifications to the space. Estimated cost is \$700.00 to \$1,000.00.
Phase three: Install a shower stall on the west wall of the existing bathroom , replace the counter and sink, repaint room and install new floor. Estimated cost is \$4200.00 and will be contractor provided/installed.

Impact: All user groups will need to use the front stairway and entry door for access to the upstairs and the restroom in the main church building.

Need: One bedroom will be required for the sanctuary candidate and an additional bedroom for family members and or a rest area for Witnesses on duty.
Effort/cost: Find a new location for the youth Ministries office and the existing Archives office and move them to their new locations. Bedroom furniture will need to be purchased and installed
Impact: Youth Ministries and the Archive office will need to move out of St Michaels house into unidentified space. Space will need to be identified for relocation of the two activities and a cascade of inconvenience will follow unless all physical space use is prioritized in advance.
*Bedroom furniture (beds and dressers), bed linens, housekeeping supplies and cleaning equipment (vacuum) can be purchased or donated.

Need: Meeting space
Effort/cost: the dining room and living room are adequate for meeting of 10-16 people
Impact: None

Need: Physical security of the building and all entries/exits
Effort/cost: Phase one: Do nothing, physical space security will not be possible.
Phase two: Install chain link fencing in all open spaces on the perimeter of the back of St. Michaels house building Fencing with panic hardware between the church structure and the house to the North and from the house to the fence to the North (this section will cross the driveway and will need a large manually operated gate for access to the rear parking. This work will be accomplished by contractors at an estimated cost of \$7,000-\$10,000.

Impact: Minimal, as panic hardware will allow emergency egress to the West and the vehicle gate will allow secure parking and access to the rear entrances of both buildings

Need: Structure security (Key/code access)
Effort/Cost: Phase one: Do nothing, do not set the house alarm. No additional keys/codes are to be issued to new supporters of the Sanctuary effort. This will be labor intensive and inconvenient as volunteers will monitor and allow new/oncoming volunteers to access the structure.
Phase two: Separate St. Michaels house from the church alarm system, making it stand alone, and expand as necessary. Estimated cost of \$20.00 to \$25.00 per additional person added for keys and roster/documentation control.

Need: Laundry space:
Effort/Cost: Phase one: Do nothing. Anticipate laundry will be done off site by volunteers.
Phase two: Purchase and install a washer and dryer with electrical service, venting and plumbing. Estimated cost will be \$2,000 to \$4,000 depending on new or used equipment. *Additional utility expenditures for water and electricity: No estimate yet
* The installation would have to be in the basement of St. Michaels house, complicating the efforts of the Men and Women on Wednesday. Tool and material storage is currently located in the SMAA house basement.

Need: Custodial service:
Effort/Cost: Phase one: Have all custodial activities done by the volunteers.
Phase two: Custodial contractor currently does work on Monday nights, but additional use of the space will require more effort at a higher cost, estimate \$70.00 additional/month

Need: Offload current users of the first floor of Sr. Michaels House to new locations
Effort/cost: Phase one is to notify the following groups that they will need to request another meeting location, and to move the Youth Ministries office and

Archives
space to new identified locations.
Phase two is to implement the priority placement status of the displaced SMAA House current users.
Current SMAA Users groups, all approx. 10 attendees
Youth Space - 4x/month
High School Night - 1x/month
Centering Prayer - 2x/month
Cornerstone - 2x/month
Al-Anon - 4x/month
Prayer Shawl Ministry - 1x/month

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Canterbury Way (John Scannell group) – 1x/month
NE Reiki – 1x/month (just ended)
Bible Study – 2x/month

Youth Minister office – 8x/month (at least) (one person)

Storage of all archival materials and desk to work on same (permanent)

*Identify new space for archives and archive office space. If the archived Material could be placed in water tight packaging, it could be stored in the SMAA house basement. The basement is not a humidity or temperature controlled space.

Appendix C. Response from the Rev. Allison Harrington

The Reverend Alison Harrington's response regarding insurance while providing sanctuary at the Southside Presbyterian Church in Tucson, Arizona is noted below.

On Jul 27, 2015, at 11:09 PM, "Alison" <alisonharrington@yahoo.com> wrote:

Hi Beverly,

I am very much looking forward to being with you all in September and have been so moved by the work that you all have been doing as a faith community in Portland. So, one of the things about Southside is we just kind of jump into the deep end and figure things out later. We actually never even thought to contact our insurance carrier and it wasn't until other faith leaders, like yourself started contacting me about different questions that I realized how much we never considered! I do know that the Unitarians in Denver were much more thorough than we were and when they asked their insurance provider (Church Mutual) about what their policy said about people living at the church, Church Mutual responded by saying that they would not cover anything to do with the sanctuary work. I however think they could be challenged on this point. If a youth group is covered for a lock in, why not a person living in sanctuary - I know it is different in some ways, but both are ministries of the church and as long as the person in sanctuary is not being charged rent, I would think a strong argument could be made that sanctuary work is being singled out because of its political implications. This however is just my opinion :) The attorney that the UUs in Denver were working with did believe that Church Mutual could challenge that decision because nothing illegal was being done.

If you ask me I would give the person in sanctuary a fire extinguisher :) And I would add that by doing the will of God by standing with families facing separation that we are avoiding the fires of hell. :)

Hope this is helpful and would love to talk more!

Blessings,

Alison Harrington

Pastor, Southside Presbyterian Church

317 W. 23rd Street Tucson, AZ 85713

(520) 623-6857

southsidepresbyterian.org

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www.sanctuary2014.org

Appendix D. Experiences and Suggestions from Augustana Lutheran Church

Notes from conversation on 7-30-2015 with Pastor Mark Knutson and Administrative Assistant, Joyce Kindschuh at Augustana Lutheran Church are included below. Pastor Mark provided sanctuary to Francisco Aguirre at Augustana Lutheran Church from September 2014 to December 2014.

MEDIA

Media attention came in waves, especially at first when they came quickly and often. The Church became the media gatekeeper, in their case, along with Diana Pei Wu of Portland Jobs with Justice.

~Get ahead of it and control it. Decide when the media will be present and when they will not. Make appointments to meet with media representatives before the media presentation or press release.

~Invite radio stations to come early to park should there be a big event in which we want the press coverage.

~Focus on humanity, what sanctuary means and why we are providing it. First and foremost, sanctuary is a place of safety. This helps encourage dialogue and stories perhaps from the press person, and may be powerful in changing their reporting.

~Meet media representatives in the Sanctuary under the Cross. Introduce them to the guest in sanctuary so it is humanizing. Cut off negativity. Be with the person in sanctuary always so s/he does not face the cameras alone and assist him/her in refusing certain questions which are inappropriate. (Pastor Mark was present at all interviews, as well as another member of the leadership team. He met with the media alone first to emphasize that sanctuary entails safety and warn them about boundaries to questions.)

STAFF STRESS

~Train to be prepared.

~Don't ask office person to converse, but simply to relay the message. The person on the phone needs to be a good listener but shouldn't feel compelled to discuss the issue in any detail. Tally the calls. Pastor Mark returned some nasty calls using Caller ID, with the goal of deflating the negativity.

Joyce dealt with most of calls and emails (some decidedly negative). She kept a notebook to tally pros and cons, log comments. She was the conduit for information: "I've taken down your comments and will get them to the appropriate person." She indicated that this took about one hour of work a day. She also handled check-in for volunteers, took names of people coming in to see person in sanctuary to determine if they were expected/welcome. She acted as screen for Pastor Mark, triaging what got through to him. (Pastor Mark noted the importance of having someone there 5 days a week to handle this) She was very appreciative of the numbers of people involved who were there to bear witness.

SECURITY

Volunteers walked around the block on a regular basis to note govt/OFFICIAL cars.

They were careful to remember "officials" are humans too, and should not be treated with hostility.

Pastor Mark and Joyce reminded us that it is important to be welcoming, and not exclude anyone.

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At Augustana there is a firm policy that no one comes onto the church property with any kind of weapon. This should be explained to anyone approaching that this is the rule of this house of God.

Pastor Mark encouraged churches offering sanctuary to do the following:

BUILDING COMMUNITY

Let all groups know what is happening. Introduce the person in sanctuary to all groups, so that person becomes real, gets to know those in the parish. For example, Francisco played music for the children at the Irvington Preschool, which is housed at Augustana, and they loved it.

Weave the person in sanctuary into the usual activities of the Church. Have the guest participate in the service, read the Gospel, serve communion, etc. Invite other Faith Leaders personally to the events, services. This may help congregations feel open to the idea of becoming a Sanctuary church.

SUPPORT TEAM FOR THE GUEST

Meet nightly for the first month with *Team*. Let the team grow; it is a process. Pastor Mark noted that the Leadership Team changed and grew into the process. Need to balance needs of person, of the community, and of the parish. Pastor Mark was involved in pastoral care for leadership group as well.

Provide pastoral support to *Guest in sanctuary and family*. Meet with the person on a regular basis, pray with them. Meet with rest of family (separately if helpful) to provide support. Be prepared to bring in mental health professionals for for any therapy the guest or family may need. (in the last case, counselors came through IMIrJ and VOZ, but Pastor Mark had identified other possible support volunteers in their congregation)

Build a relationship with *Officials*. (for instance, during court appearances, where the a supportive group accompanies the guest). Explain why you are doing what you do, that you are called to do so and are not there to create a problem. The officials may “come around” and become more understanding even when doing their job.

Speak to *Fire Marshall*. Check fire alarm locations, smoke detectors, etc. Be prepared to explain, know exits, etc.

GENERAL

No one from Augustana told Pastor Mark that they disagreed with Sanctuary, and he is not aware of anyone who left the parish as a result of it. Pastor Mark did a lot of preparation, some of which was learned from previous incidents. *He preached every Sunday during Sanctuary about The Word, Jesus being an outcast, etc. He chose hymns that supported these Gospel readings.*

Augustana’s mantra during their sanctuary experience was *Step Bravely Forward*, but be ready to meet those on the outside of the circle, and listen to their perspective. It is so important to make sure that all persons in the congregation are heard. This may draw them into the circle.

Participants: Gillian Butler, Anna Zeigler, Christine Lentz

Appendix E. Survey for Latino Parishioners

El Grupo de Trabajo en torno al Santuario de San Miguel esta preparando un reporte de lo que significa que se ofrezca Santuario en la Iglesia. El reporte se mandará al Vestry y a Rev Chris Craun para considerarlo y tomar acciones. Una pregunta importante que se ha hecho es: “¿Como se sentirán los miembros de la comunidad que participan en el servicio de la 1:00 pm (en español) el que se ofrezca santuario para aquellos que lo soliciten?”

Por favor, pon un circulo en la respuesta a cada una de las 3 preguntas que refleje tu sentir. Tu opinión es muy importante. No es necesario que pongas tu nombre en esta hoja.

Santuario significa:

- Dar refugio públicamente a una persona indocumentada en la Iglesia por un periodo de tiempo mientras se llega a una resolución legal de su estatus de inmigración;
- Servir como un sistema de apoyo para aquella persona o familia durante este tiempo;
- Apoyar abiertamente a nuestros hermanos y hermanos inmigrantes junto con otros grupos de la comunidad para influenciar en las decisiones de deportación y en definitiva alcanzar un cambio en la política de inmigración de los Estados Unidos.

Con esta información como base te preguntamos,

1) Apoyarías que San Miguel ofrezca santuario a una persona o familia que viene al servicio de la 1:00 pm?

Sí No

2) Apoyarías que San Miguel ofrezca santuario a una persona o familia que NO viene al servicio de la 1:00 pm o es parte de la comunidad de San Miguel?

Sí No

3) Continuarías asistiendo a San Miguel si se le ofreciera santuario a alguien aquí en la Iglesia?

Sí No

Algún comentario? Comparta con nosotros cualquier inquietud en este espacio.

Muchas Gracias!

Equipo de Trabajo de Santuario de La Iglesia Episcopal de San Miguel y Todos los Ángeles

The St. Michael’s Sanctuary Task Group is preparing a report on what sanctuary would look like if it was offered at the church. The report will go to the Vestry and Rev. Chris Craun for consideration and action. An important question in the report that we have been asked to answer is, “How would members of the community who attend the Misa at St. Michael feel about the church offering sanctuary to an undocumented immigrant who requested it?”

Please circle the answer to each of the three questions below that best reflects your feelings. Your opinion is very important to us. You do not need to sign your name.

Sanctuary means:

- Hosting publically an undocumented person at the church for a period of time while legal resolution is sought to the person's immigration status;
- Serving as a support system to the person and their family during this time;
- Standing openly in solidarity with our immigrant brothers and sisters with others in the community as an action to influence deportation decisions and to ultimately change U.S. immigration policy.

Given this definition and should it be requested,

1) Would you support St. Michael's providing sanctuary to a person/family who attends the Misa? **Yes No**

2) Would you support St. Michael's providing sanctuary to a person/family who is not part of the Misa/St. Michael's community? **Yes No**

3) Would you continue to worship at St. Michael's if someone was in sanctuary here? **Yes No**

Other comments ? Please share them with us here.

Thank you!

The Sanctuary Task Group of St. Michael & All Angels Episcopal Church

Appendix F. Comments from Survey of Latino Parishioners

Esta muy bien esto o cualquier ayuda que se pueda dar.
This is very good or any help you can give.

Esta muy bien esta ayuda por que hay familias que si necesitan ayuda.
This is very good, this help, because there are families that do need help.

Sin comentarios gracias por tomarme encuesta.
No comments but thanks for asking.

Si apoyo a San Miguel para ayudar a nuestros hermanos. Todos necesitamos apoyo por igual en un momento difícil.
I support San Miguel for helping our brothers. We all need support and for certain at a difficult time.

Si ayudan a alguien que no es de aquí. Por lo menos que los familiar empiezan a ir
Yes, if you help someone who is not from here. At least our members of the (STMAA) family for a start.

Mi opinión que si esta bien darle refugio a una familia que lo necesite venga o no a la iglesia aquí, porque por eso es casa de Dios.
My opinion is that if it's okay to give shelter to a family who needs it whether or not to they go to church here, that is why it is God's house.

Necesito saber, esta es mi inquietud me gustaria saber si la ley de inmigración sobre los hijos ciudadanos de 21 anos en adelante pueden pedir a los papás, si o no.
I need to know, this is my concern, I would like to know the immigration law on children 21 years and over if they can ask for parents, yes or no.

Muchas Felicidades y ojala se logre el sueño de tener santuario ya que muchos hermanos necesitan de este apoyo para la comunidad hispana, miembros o no de esta iglesia.
Congratulations and hopefully the dream of sanctuary is achieved as many brothers need this support in the Hispanic community, whether members or not of this church.

Creo que todos somos hijos de Dios y nos debemos ayudar unos a otros. Me encanta la idea.
I think we are all children of God and we must help each other. I love the idea.

Todos somos hijo de Dios, tenemos derechos.
We are all children of God, we have rights.

Muy buen propuesta. Gracias a todas las personas que estar ayudando para que esto se haga esta iglesia santuario.

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Very good proposal. Thanks to everyone who is helping to make this a sanctuary church.

Appendix G. How Did We Get to this Point?

St. Michael & All Angels has a history of standing in support of local immigrants who find themselves in danger due to this country's unjust immigration laws. That history is shown by the St. Michael's community support of a parish member who was being threatened with a deportation that would separate members of her family. The history is furthered by the declaration of St Michael and All Angels as an Immigrant Welcoming Congregation (IWC), approved by the Vestry in 2013. This ministry has served as a focal point for making the congregation aware of unjust elements of US immigration laws and policy. The IWC Core Team has also formed many local and national alliances with groups with similar interests. Finally the history extends to the experiences gained and support given by clergy and parishioners during the time a local person was in sanctuary at a local congregation. As a result of that experience several Sunday Forums were dedicated to discussions of the sanctuary experience. The planning effort documented in this paper provides an extension of that history by looking, in a detailed manner, at what sanctuary would look like at St. Michaels.

In February, 2015, Rector Chris Craun formed a Task Group to address the question of providing sanctuary. The Task Group consisted of 11 members and was facilitated by the Rev. Amy Cox. The Rector's charge asked that the Task Force address the questions discussed in this document. The Task Group met twice a month times over the past six months to address in detail each of the questions in the Rector's charge, in addition to small group and individual work in preparation for these meetings. The Task Group began its work by hosting listening sessions wherein members of the congregation were invited to informally share their views, questions, or concerns about providing sanctuary at St. Michaels. Additionally the Task Group received input from people involved with the sanctuary effort in other States and met with the Pastor and Staff of the local congregation that actually provided Sanctuary. The Task Group also met with Rae Anne Lafrenze, Coordinator of the Interfaith Movement for Immigrant Justice (IMIrJ).

A couple of observations emerged from the listening sessions. The first is the validity of the points included in the Rector's charge. Congregation members were by and large concerned about the same things. Next, and while it was included in the Rector's charge it bears mention here, there was unanimity among those attending the listening sessions that whatever we do at St. Michael's regarding it must be done in full awareness of and in concert with the Latino members of the congregation. That was the most important thing. The Task Force approached this important matter in several ways. The Task Group included adults from the Misa, received input from others in the Latino community, and conducted a survey of Latino parishioners.

Were we successful and what can be said about what Misa members think about providing sanctuary? First of all St. Michaels is already a place of refuge. It is a place where Misa members can gather in community in culturally friendly surroundings. Would providing sanctuary change that place of refuge for all by providing sanctuary for one? It may, but it may be necessary. It's a really difficult decision that involves risk on several levels for the entire community. We may continue to be effective providing accompaniment and a safe place to worship, without providing actual physical sanctuary to an individual or family. However, we may also be presented with a situation in which sanctuary is the only choice to avoid an unjust outcome and we need to be ready. If you are left with a question in your mind and heart, that's a good thing.

This document is the result of all of the discussions and meetings of the Sanctuary Task Group. It presents our best plans for how sanctuary could be provided as St. Michaels at this time. Conditions may change when an actual sanctuary situation is presented, and the plan would have to be updated accordingly.