

Vestry minutes

Present:

Excused: Cynthia MacCausland; Dawn O'Hara; Maureen Mooney

The meeting was called to order at 5:15 pm with prayer by Mother Tanya.

Minutes of the September meeting

Ann Walter made a few corrections that were noted. Donna Tobin made a motion to accept the September minutes as corrected. It was seconded by Barbara Chartier. The minutes as corrected were approved.

Correspondence

Margaret Thomas reported on a thank-you from The Village for use of the parish hall in September. A thank you note from the Ecumenical Food Pantry. Donna Tobin also sent out the window fundraising letter. Margaret sent out several columbarium ownership certificates.

Priest-in-Charge

Mother Tanya talked about Safe Church. She asked Bruce Beattie about his experience attending the in-person session.

She reported that she began her campus ministry at RIC the previous week. She received a warm welcome there. They have their staff meetings on Thursdays at 1:00 pm, so her RIC hours will be Wednesday and Thursday from 11:00 am to 2:00 pm.

Mother Tanya asked for further thoughts on the flow of distributing communion. Accessibility is better by not going to the altar rail. She invited continued feedback regarding how communion is administered.

Treasurer's Report

Ann reported that our building usage income is higher because Congregation Or Chadash paid the full year of rent even though they vacated in April.

She gave an explanation of why our plate offering is lower than expected.

She explained that temporarily restricted donations are not part of the operating budget.

Our income totals are almost right on budget.

Payroll services is over budget due to the difference in costs of reporting from Paychex. There were savings in clergy compensation from not paying Fr. Mitch for ten months.

Costs of natural gas have been higher than expected. There has been savings in organ maintenance by keeping the temperature in the church at a steady level.

Repair and Maintenance is over budget due to the plumbing repair, however a parishioner donated the funds to cover that repair.

Social outreach expenses of \$830 were for Easter grocery cards. All the cards were disbursed as well as Walmart gift cards.

Safety & Inspections went over budget, however they are mandated.

Bruce Beattie made a motion to accept the Treasurer's report. It was seconded by Nancy Plumb and passed.

Junior Warden

The plumbing issue was corrected. Sue Hinckley is going to create a cover for the hole in the wall.

Bat remediation is underway

Link Construction has been awarded the contract to replace four window sections. They came to remeasure. Project will commence in 5-6 weeks.

Getting prices on shredding old documents. Prices range from \$325 - \$595.

Bruce presented a recommendation to hire Jason Fagundo Painting for \$4,200 to paint the sacristy ceiling and wall and the east wall of the nave. It will require two days to complete the project. The thought is that we will do the interior repairs and monitor for any areas that show possible water leaks. Bruce will follow up on when the project will be done.

Motion to approve the interior painting made by Ann Walter and seconded by Wayne Barnes. Motion passed.

Bruce will also look at scheduling a fall clean-up and may have a volunteer to clean rugs.

Nancy Plumb obtained several quotes for stripping and waxing the parish hall floor and the hallway.

Mother Tanya wants to urge us to be more intentional about directing the account reserves we have. She suggested putting the floor cleaning in the annual budget.

Donna Tobin made a motion to have the floors done, not to exceed \$1,900. Bruce Beattie seconded and the motion passed.

Senior Warden

Margaret has been working with Dave Mossberg to improve the audio in the church. The lapel mic is now working. We are ordering new pencil mics for the lecterns and fixing the speakers for the choir and in the Bay room and nursery room.

Mother Tanya suggested we spend time at the next vestry meeting planning future large projects, setting some timelines for them and putting dollar figures to them. We need a vision for what and how we want to use our facilities. Bruce mentioned keeping a balance between maintaining the physical plant and community outreach.

Donna will reinforce donations to the window project in the e-news

Mother Tanya talked about sharing google docs for planning purposes. She also discussed sharing the safe church policies. Donna asked about a summary version. Mother Tanya has best practices and signage she will share. The policies should be on our web site and hard copies will be placed in the policy binder in the parish office. We also need a window in the parish office door.

Audit Report

Nancy Plumb presented the parish audit. The team consisted of Bill Caldwell, Nancy Plumb and Bruce Beattie. They met twice. The team praised Ann's organization and labeling of all the required materials, which made their work much easier. The report was mailed to the Diocese on September 30. All financial records are in compliance.

There were two recommendations:

1. The treasurer should have an assistant.
2. One member of the audit team should be from outside the parish. Bruce recommends contacting another church and swapping one of their audit team for one of ours, thereby helping each other out.

Vestry Liaison reports

Barbara reported that Let There Be Lit is on break. Christian meditation has been ongoing for 9 years. It was suggested that Barbara invited Bill Baddeley to write something for the e-news, as well as Vance Morgan for Living Stones.

Nancy Plumb reported they are planning on the holiday bark fundraiser again in December, and possibly a parish dinner in February.

Mother Tanya prayed for a successful surgery and outcome for Nancy Plumb.

Motion to adjourn was made and seconded at 7:37.

Respectfully submitted,
Margaret Thomas, Senior Warden