Minutes

St. Andrew’s Vestry Meeting

November 17, 2020

Warden and Vestry Present: David Blanchard, Christine Benken, Seth Stewart, Marilyn Cheney, Sara Sandberg, Edie Vaughan, Lili Pugh, Priscilla Glendinning, Cindy Freese

Absent: Jane Langdon-Gray

Rector: Suzannah Rohman

1. Opening
	1. Opening Prayer
	2. Check-in
2. Reports and Action Items
	1. Approval of Minutes from October 20, 2020 - approved
	2. Property Committee – Christine Benken
		1. The Committee has identified a new painter. He has completed the river side of the building and will paint another side in the spring.
		2. The Committee has also contacted a handyman and will meet with him soon.
		3. An electrician has visited to discuss work on the outside outlets and the post lights.
		4. The paint and plaster near the altar need repair. More discussion about the nature of the work needs to occur before a decision about how to proceed can be made.
		5. Work on the sign outside the church is proceeding.
	3. Treasurer’s Report – Ed Ross
		1. The year-to-date operating loss totals $29,181.43, essentially the same loss as reported through September. The budgeted operating loss for the first 10 months of 2020 is $39,754.00.
		2. Pledge receipts to date are $10,683.07 lower than the budgeted amount. The drop-off has occurred in September and October as pledge receipts were $4,139 better than budget at the end of August. Additionally, less than budgeted plate offerings and small bequests are impacting the operating deficit.
		3. Operating expenses are $36,135.80 below budget. The primary contributors are personnel support (including professional expense for the rector and supply clergy), heating, general maintenance and cleaning, and program expenses (including discretionary fund, fellowship, outreach, and Christian formation).
		4. Ed doubts that the PPP loan will be forgiven this year. He thinks it more likely to happen next year.
		5. Ed provided preliminary budget assumptions and considerations for discussion.
3. New Business
	1. Annual Meeting – Suzannah Rohman – The meeting will be held on February 14 and will be conducted on Zoom.
4. Old Business
	1. Columbarium – Seth Stewart and Ed Ross will make revisions and prepare a final draft for approval at the December Vestry meeting.
	2. Reopening/Christmas Celebration – Suzannah Rohman
		1. Reopening - The Diocese has announced that no in-person worship is permitted until further notice
		2. Christmas
			1. Services will not be in-person. Rather, there will be live-streamed services on Christmas Eve and Christmas morning. If there is interest, there could be a zoom and/or a Christmas Coffee Hour. There will be a survey sent out to determine what people want.
			2. People will be permitted to visit the church in limited numbers during Advent. Volunteers will be there to monitor.
	3. Standing Committees – David, Suzannah, Seth, and Sara reported and invited discussion the resolutions that they plan to present at the Annual Meeting. The resolutions will describe size, membership, and terms of the committees.
		1. Suzannah will be an ex officio voting member of all committees.
		2. For the Finance, Building, and Stewardship Committees
			1. Term - Two 3-year terms will be permitted before a person must leave for a year. Replacements will be staggered.
			2. Membership
				1. There will be an open invitation to the congregation. If there are not enough volunteers, we will recruit. If there are more volunteers than spots available, the Vestry will decide on membership.
				2. The Finance Committee will have 3 ex officio members – the Treasurer and and Senior Warden will be voting members, and the Assistant Treasurer will not. In addition, there will be 6 at large members.
				3. The Property Committee will have one voting ex officio member (Junior Warden) and 6 at large members.
		3. The Nominating Committee will have 2 members who are retiring Vestry members, one of whom will be the chair. In addition, the Committee will have 4 at large members with 2 year terms.
	4. Vestry Hosted Zoom Coffee Hour – Edie reported that the time has been changed to Wednesdays at 4:00 pm. A new schedule will be sent out.
	5. Nominating Committee – David Blanchard
		1. Ann Creamer has agreed to chair the committee again this year. The membership will be the same as last year.
		2. There was a discussion about whether the number of nominees should be the same or a greater number than the number of open vestry seats. Current practice is to have a greater number of nominees. It was agreed that this would be a good topic for discussion at the Annual Meeting.
	6. Communications and Technology Update –
		1. Seth Stewart advised that the group met recently addressed copyright issues, budget, and website content.
		2. In addition, the Vestry had a preliminary discussion about the copyright issues brought to light by our increased use of technology. Suzannah will contact the Diocese for information/guidance. Seth volunteered to help.
	7. Audit – Seth Stewart reported that the team (Seth and Bill Judd) met today. The work is going well and the target date for completion is the end of November.
	8. Christian Formation – Suzannah Rohman advised that the group will meet next week.
	9. Meeting with Organist and Director of Choirs – Suzannah Rohman – This second meeting was postponed.
5. Expressions of Gratitude – Ed will write a note to Bill Judd to thank him for the enormous amount of work he has done to enable St. Andrew’s to live-stream services.

Respectfully submitted,

Cindy Freese