



St. John's Vestry
Philbrick Room
May 7, 2019

Present: John Tabor, Gerry Simpkins, Jeff Croteau, Kelly Boston, Ally Dudas, Lizzie Bristow, John Bolduc, Maggie Skafidas, Joe Weir, Meg Moran, Marian Ellis, Barry Heckler, Rev. Anne Williamson, Carol Gruen, Bob Nalewajk, Rev. Nathan Bourne, Ellie Sanderson, Rev. Rob Stevens

Opening Prayer - 7:00

Treasurer's Report - Kelly

Executive Summary:

Income higher than budget expectations due to higher pledge offerings for MTD. A review is taking place to understand the current pledges vs. plate offerings.

Our budget assumes \$540,000 in pledges; Current commitment is approximately \$460,000. We have a gap to close!

In March received most of the parking pass donations (offsetting last month's variance). Expenses essentially within budgeted expectations due to timing plus the continued higher maintenance costs this year associated with the boiler repairs

- Some confusion about pledge allocations that is being sorted out. Joanne helping to do that.
- Still have a gap with the pledges and the budget (\$80,000)
- Parking lot about \$5,000 gap

Expenses a bit higher than expected

- Accounting Fees
- Building & Grounds
- Administrative Expense
- Music is lower due to favorable "guest musicians" not being paid in March (will be paid in April)

Motion to approve report - Joe; 2nd Barry

Capital Campaign Update

- 1.4 million pledged - 64% participation
- 5 key gifts that were identified in the discernment and have yet to come in (\$150,000)
- LCHIP still in application phase
- Invite groups who use Thaxter to contribute to the Capital Campaign (perhaps through Rob speaking to them at a mtg and offering them a way to contribute either in person or digitally) because they are part of our community.

LCHIP and Grant Update - Joe & Kelly

- Kelly & Joe attended the mandatory workshop to understand if we qualify (we do!)
- Calendar:



- Letter of Intent due 5/17 (put notification in bulletin)
- Application due by noon 6/28 (mid-June internal deadline)
- Site visits are July-Sept
- Decisions made in early Dec
- We've identified 4-5 projects; award would be half of that cost
- Can't start construction until grant is awarded
- Can reapply as project progresses

Timetable of Building

- A meeting will convene between now and the next Vestry meeting to work on a sequencing and then we let the parish know

Optima Lot Discussion

- Optima has been sold
- Optima leases our lower parking lot for \$38,000 a year, plus paying about \$10,000 in property taxes. The lot has 24 spaces. The lease is up in April 2020, however, the recent sale of Optima requires a transfer of the lease
- Our lease allows us to approve or disapprove a transfer, and we have told Optima we want new terms for assumption of the lease.
- This year, we started splitting the off-hours parking with UPP getting 50%, St. John's 25% and Optima 25%. Our 25% is \$24,000 and Optima's is the same.
- New terms being negotiated- we are currently being paid below market
 - We want to be good neighbors, but we're not getting the use of the lot that we could (we don't have control of it except for on Sunday mornings)
 - Consider negotiating for this year (until April 2020) and then revisit and plan
 - We will be even more pinched for parking once construction begin
 - Prior lease states that
- Going forward, we have said we want \$90,000 annually to renew the lease, up from \$38,000. They have countered with \$76,000 – increasing the lease to \$52,000 and giving us their \$24,000 half of the UPP revenue. They base the lease cost on their current cost for spaces in the indoor Harbour Place garage.
- Motion to counter offer with \$90,000 as presented with us maintaining flexibility on evening and weekend hours
 - John; 2nd Barry
 - Unanimous approval

Rob

Staffing

- vacancy in administrative role
- Strong staff but haven't had full admin support for 2 years
 - Others on staff have pitched in, but the realization is that there needs to be more hours



- Structural proposal
 - Move parish admin back to half - time (bulletins, calendar, building use, etc)
 - Add a 10 hour/week position for advancement (also an administrative role - run data, manages database)
 - Add a 10 hour/week position for director of communication (websites, downloadable sermons)
 - Net increase of \$8,000 annually
 - Motion to support proposal as presented - Jeff; 2nd Maggie

Sabbatical Planning

- January 2020-April 2020
 - Staffed for it better than we were in 2012
 - Applied for a grant through the Lilly Foundation (Clergy Renewal Grant)
 - Paid sabbatical
 - Plan is to work on some writing
 - Will plan on a forum in the Fall and will present upon return

Rob updated us on the robbery - there is a suspect. Replacements will be made but in silver plate, as the cost would be prohibitive otherwise.

Junior Warden Report - Gerry

- Safe installed (and framing)
- Door out being restored by a specialist
- Security improvements in the works
- Painters - very experienced in churches in New England
- Roofer - estimates coming in; new product has a lifespan of 85-100 years
- Waiting on electrical estimate

Nathan

Mission Trip update - June 22-29

- Episcopal Farmworker Ministry
- Looking for another leader (male)
- We'd like to request that the plate offering for one Sunday (May 19th) to go toward the trip (lower the cost for everyone)
- Motion to approve as presented:Carol; 2nd Barry (unanimous)

Closing Prayer - 9:07pm

Respectfully submitted,
Marian Ellis
Clerk