



St. John's Vestry

Philbrick Room

September 10, 2019

7:00pm

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

June Minutes - approved

Treasurer's Report – Kelly

Executive Summary: Financial YTD review includes May, June & July (last detailed report was in April). A review was underway to understand the current pledges vs. plate offerings, not much changed. Metered parking had strong summer months (May, Jun & Jul) vs conservative budget. Our budget assumes \$540K in pledges, current commitment is approximately \$___K. Expenses essentially within budgeted expectations with a few exceptions due to timing plus the continued higher maintenance costs this year associated with the boiler repairs and higher than budgeted gas expenses.

Audit Update: 2018 we will have a review audit (similar to 2016). Potential to amend 2016 return.

Outlook: Will complete an outlook for October's meeting to gauge where we will end the year

July financials (May, June, July in YTD)

- Revenue:
 - Michelle reviewing names to see who has given in the past
 - As of July 1 total income from Optima lot now comes to us - \$6,000 more coming for July
 - New lease terms will bring in an extra (approx.)\$20,000 (unbudgeted)
- Expense:
 - Overhaul of boiler to prepare for winter; upgrade for efficiency and optimal operation for the coming winter
- Made it through the summer without tapping endowment (parking, negotiating with Cambridge)

Motion to approve financial report: Maggie; 2nd Jeff

Stewardship

- Theme - Gratitude in Action
- Appreciation for the fact that we're most of the way through the capital campaign so it's a different ask (gratitude for what's been given; positive results will be visible very soon (money in action))
 - Don't press year 2 & 3



- Randy Carey will be Co-Chair
- Bulletin board with pictures of what's been done
- Other work that we will be able to SEE
 - Lots of cleanup has been done for LCHIP walkthrough; building & grounds have been thoroughly cleaned
 - Richard Syphers – Historic Cemetery Restoration (coming next week)
 - Intricate plan to restore cemetery and create a walkway there
- Building Update
 - Revive Building Committee (Joe will email for a mtg next Tuesday (9/18))
 - Manage both continuing maintenance and Capital Project
 - Project Plan
 - Bring on a Clerk of the Works – priority 1
 - Hire Contractor & Architect
 - Communicate with all parties and parish
 - Monthly update from Vestry
 - Publishing minutes after they've been approved. Will be sent via Constant Contact emails and via a link at the bottom of the weekly e-news.
 - June minutes will be sent this week
 - Subsequent months will be sent after each Vestry mtg
- Immensely grateful to Barry for his work with the LCHIP grant

Junior Warden - Gerry

- Door to sacristy done (church now open again 9am-3pm)
- Security system
 - Adding Comcast to both buildings in order to monitor security system
- Safe is in
 - Jim Wakefield provided carpentry work around the safes – many thanks to Jim!
- Looking to reconfigure some parking so there can be some angled spot and people don't get blocked in & there can be increased accessibility
 - Goal is to reseal and paint by winter
- Met with contractor to talk about shadow painting and restoration and repair of ceiling and both stairwells, painting and repairing pews (\$423,000 estimate) TBD



Rector's Report - Rob

- Chane Gang 9/21 – serve wine & beer
 - Motion – Maggie; 2nd – Kelly
- Staff update:
 - Nathan will be now Associate Rector
 - Donna is a great addition to the staff
 - Ashley being full-time is a working great
 - Does think we need another person to handle “advancement” (Development Director)
- 2nd Annual Retreat (Sept 27-29)
- Rob is missing Gordon Allyn - realizing how grateful for those who have gone before him
- A weapons policy has been drafted – Rob wants people volunteering to feel safe while they're helping here
 - More research will be done – Diocese, Salvation Army (like organizations,) Rochelle Jones w/ PPD

Associate Rector's Report - Anne

Hospitality – Mark your calendars:

- Update meetings on 9/15
 - After 8 & 10
 - Would like to ask vestry to provide some snacks
 - Stewardship Kickoff (10/6)
 - This is another opportunity for vestry to provide snacks
 - Out of the Box 10/13 – Mission Trip Update
 - Ashley would like pictures of the Vestry for the website. Expect an email from her asking for us to attach a pic for publication
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- Next Vestry Mtg 10/1

Closing Prayer 9:07pm