St. Andrew's Hybrid Vestry Meeting August 11, 2021

Senior Warden, Anne McCausland, called the meeting to order at 7:20 p.m.

<u>Those present in person were</u>: Rev. Reed Loy, Anne McCausland, Senior Warden, Clarke Kidder, Junior Warden, Kerrie Diers, Treasurer, Betsy Wilder, Chaplain, Betty Whinn, Lucy Crichton, Judy White, Diane Les Becquets, Peter Dailey, and Lisa Brown.

Those joining via Zoom were: Steve Largy, Audrey Knight and Pam Manus, Clerk.

Invited Guest: Shane Crabtree

<u>Opening Prayer</u>: Betsy Wilder, Chaplain, led us in prayer. "This is another day oh Lord, I know not what it will bring forth, but make me ready Lord for whatever it may be. If I am to stand up, help me to stand bravely, if I am to sit still, help me to sit quietly, if I am to lie low help me to do it patiently and if I am to do nothing, let me do it gallantly. Make these words more than words and give me the spirit of Jesus. Amen"

We took a moment of silence to reflect on the prayer and the words spoken to us.

Welcome Back: Anne McCausland welcomed us back to "in person" after 18 months on Zoom. She asked if we would share our reflections, thoughts and what had it taught us being on Zoom for 18 months and not being able to be with our extended families, our close friends and our church family. Some of the reflections were:

- Getting to know one another better even though we were on Zoom.
- Becoming a better listener, a patient listener was a positive outcome.
- Getting to be with our grown children who live far away through Zoom.
- Looking forward toward a retreat, going back into church and serving as an Eucharistic Minister.
- Going (or coming) home to our church family.
- · Looking forward to getting back with people.
- Getting to learn how to be a Treasurer through Zoom meetings put on by the Diocese.
- Getting back to normal whatever normal is or will be.
- Change in family dynamics and all that encompasses during the past 18 months. Being able to be physically close to members of the congregation.

- Amazed at the connection we have kept.
- Grateful for the love and support during some very hard times, and grateful for the fact that we could put on in person the "Make Your Mark" camp last month.
- Being able to participate in the Confirmation process and having that here at St. Andrew's.
- Looking forward to being able to give HUGS.
- Giving thanks for coming through the pandemic safely.
- Called to serve and being able to giving thanks.
- Normal may not be the same, but we are there for each other's support through prayer and help.
- One thing the pandemic did was slow us down. Gave us time to reflect. And St. Andrew's has grown through these past 18 months.
- Able to be with family finally as it grows with birth of new grandchild.
- Appreciate and miss the St. Andrew's family. Looking forward to being able to get together to work and pray.
- Realizing how much others support the family such as the teachers, grandparents, other family members, child care people, others who were there for us.
- Looking forward to the in person generational mix that is the heart of St. Andrew's.
- Grateful for the commitment and support that the Vestry has shown each other during this time.

We spent time listening to each other. All were able to express what was on our minds and in our hearts.

Welcome to our Guest: Senior Warden, Anne McCausland, welcomed our guest, Shane Crabtree. Shane will be quietly sketching, symbolically interpreting, what she hears as the soul of St. Andrew's. She will listen as we share, discuss and plan for the congregation/parish of St. Andrew's. Our hope is that as she hears our words, she will capture the essence of our ministry. That drawing hopefully will reflect the soul of St. Andrew's. She will bring it back to us at our September meeting.

Consent Agenda: Receiving the June and July financial reports, Anne McCausland thanked Kerrie Diers, Treasurer, for the clear and concise information. Kerrie answered some questions about the budget and our year to date expenses. The budget/income/expenses are right on point. Anne called for a motion to accept the financial report for the file. Diane

Les Becquets moved this and Betty Whinn seconded. The motion carried unanimously.

Anne then called for acceptance of the committee reports submitted. Kerrie Diers moved to accept the committee reports, Lucy seconded this and the motion carried unanimously.

The Formation Committee: The committee report is well done. The Committee has designed 3 modules to be given this fall. They are asking for the Vestry members to commit to being present at at least one module. If you have any input prior to these being presented, please speak up.

Minutes from July Meeting: Anne McCausland then asked for a motion to accept the minutes from the July Vestry meeting. She clarified that we did select a recipient of the Loose Plate but was there someone named who was writing up the blurb for the E-Blast? We had not. She then entertained a motion to accept the minutes from the July meeting. Betsy Wilder moved and Kerrie Diers seconded the motion. There being no further discussion the motion carried with 5 abstentions.

Old Business:

- Loose Plate Blurb: Diane Les Becquets offered to write the blurb to be put into the EBlast.
- Discussion on Chapter 3 of "How to Lead When You Don't Know Where You Are Going": How would you describe the soul of St. Andrew's? Or What was your reaction to reading the chapter? What attributes do you think the soul has?
 - Unable to describe soul. Wanting to put words around the soul of St. Andrews.
 - Witness the doing this parish does, the outreach this parish does, the sincere ministry within the parish, and the commitment to the people outside our parish. The ministry reflects the deep love and concern that is Christ.
 - Quiet, faithful doing. The heart runs deep and includes a lot of parishioners.
 - Shared commitment, caring for others. We are like a beehive, with each supporting the others to complete the whole. Working on shared ministries, shared commitment.
 - Fellowship which is another way of saying being the body and heart. We do this around food, which is the body of Christ.

- One of the things that harms the soul is anxiety. We have seen this in some of the push back as we try to move forward. Some of the ways the soul of St. Andrew's has been hurt has been by the sudden leaving of our rectors like Hank, Keven then Luis. These events were painful to the parishioners and may still be to some. Some paths that were taken were not good for the soul. We need to slow down with our Capital Campaign, we need to be mindful when we make changes as they produce the anxiety that can be harmful.
- We get so busy doing that we forget about being. Would like to explore "beingness" and what it would mean to this parish. It's like telling our story and listening to others. There is a spirit and energy in this. It's deeper than doing. It's where this spirit coming from and where is it leading us that are the questions. There is a sense of being and love, that when the spirit moves from the soul, it feels like it is in perfect alignment.
- You know the soul when things get spun off during the time of upheaval-what is left is the soul. If something endues through hard times that's probably the soul. We have a great chance to claim what our soul is.
- Friends in Christ commitment people extend themselves. The Christian witness. The Vestry took up the Emmaus Story on the way and have shared this journey.
- There have been times when we have been a Lay Led parish, when the rectors have been less or gone. We are not dependent on one person.
 We have survived and strengthened ourselves. We have a shared ministry.
- There is energy. It is cross-generational, with love and support. We should look to our own souls and that could lead to the soul of St. Andrew's.
- The inter-generational contributes to us being like a family. We work and celebrate together.
- Not all churches are like ours. Not every church wants kids around, some are less involved. Some don't want to acknowledge people who are different from them. We have been watching and enjoying being around our youth as they grow. We celebrate and accept them as they are.

Our discussion and sharing ended with - What was "Thanks be to God", what is "Thanks be to God" and what will be "Thanks be to God"!

- Capital Campaign: Rev. Reed Loy reported on the Campaign Projects Team's progress. They have been hard at work. They have met with one outdoor architect, one bi-spacial architect and one general architect. They have received some general responses/proposals. The team will meet this Monday to go over the architects general ideas and see if there ideas that stand out to them, or if there is a common theme. When they make that decision they will approach two architects to request more detailed proposals to bring to the September Vestry Meeting. These proposals should include multiple ideas and opportunities. If we find those proposals to our liking Melissa Trafton will ask for more details which will include drawings of the different ideas proposed, specific renderings and projected costs. The Vestry agrees that we will need two proposals so that we can compare and perhaps see common themes. Clarke Kidder explained the process that the Team is going through. We have tasked them with the job to find an architect that reflected our wishes as put forth in the list we have been working on. We want to go slowly so that what we do does not severely impact what we see in the church now. There are some projects that the team has identified that clearly don't belong in the Capital Campaign i.e. dishwasher, solar panels. All changes should reflect the soul of the campaign. We will be very sensitive to the emotional and practical responses of our parishioners. Reed has had some emotional conversations with people who see certain spaces as sacred and some spaces that could use some change. The Nave seems to be one of the spaces that people say; "don't change that space it has held our prayers for 200 years." One question for each change is how much communal investment does it take to play with this space? Other areas, such as the Great Hall, have the support for a change. Anne McCausland brought forward the two well thought out proposals that Liz Carey, Rebecca Briccetti and Binney Wells sent to the Vestry. One for the youth room and one for the Narthex. We are grateful for their proposals. We can include these proposals in the budget, as they are good suggestions. Building and Grounds has a list of proposals and tasks that will be done as they are gotten to. These are put into their budget. We know that we are not going to make any drastic changes immediately. We care what the parishioners think and will be closely listening. The soul of the Campaign has to resinate with the soul of the Parish.
- Church Sharing Visits: This discussion will be put off until September.
- Adaptive Worship Team: The first proposal for Air Filtration was for \$18,000. After the changes in CDC standards we have gotten a proposal

that will meet more of our needs for a lot less, \$4,440.00. Lucy Crichton moved to accept this proposal, Betsy Wilder seconded the motion. Discussion followed. One question was will this suffice as we grow, will it meet our future needs? The question was also will these be running 24/7? The answer is no. We need to care for the vulnerable in our parish, children, elderly and ill. These air filter components are moveable. The motion was called for. An amendment was proposed by Reed. The cost will be covered by monies realized from our investments. The amended motion was moved by Betty Whinn, seconded by Peter Daley and it passed unanimously.

- <u>Audit Group</u>: Betsy Wilder and Judy White worked with Kim to complete this audit. Betsy and Judy will be doing the 2020 audit this next month. One thing that was noticed was that there has not been a formal inventory done which should be easy now that the audit is complete.
- Next Vestry Meeting: It appears that with the Capitol Campaign conversations it would be more efficient to have our next meeting on September 8th instead of the 15th. It will work with the architect reports. It will be on Zoom so that most can attend.
- Thank you cards: We will send thank you cards to Liz Carey, Rebecca Briccetti and Binney Wells for their thoughtful and complete proposal submitted, outlining changes in the Youth room and Narthex. Peter Daley will send one to Liz Carey, Anne will write one to Rebecca Briccetti and Pam will send one to Binney Wells.
- · Upcoming Events/dates/celebrations:
 - Aug 15-22 Family Promise
 - Rev. Loy away Aug 26-22 vacation, Aug 24-29 continuing education - Family Camp leadership.
 - Aug 25 Blood Drive
 - Sept 5 Indoor worship resumes (hybrid) 9 a.m.
 - Sept 12 Welcome Sunday 10:00 service
 - Sept 19 8 a.m. and 10 a.m. services, Formation begins

Closing Prayer: Chaplain Betsy Wilder offered our closing prayer. A motion to adjourn was offered by Peter Daley, seconded by Clarke Kidder and passed unanimously.

Respectfully submitted

Pam Manus, Clerk

Addendum

Friendly Kitchen Report for August 2021 Vestry Meeting

Submitted by Debbie Monroe and Pam Manus

The Friendly Kitchen continues with dining inside. This is going smoothly. The cook staff still doesn't have contact with the guests. The meals are put into "togo" boxes and the coordinators are handing them out as guests come inside. We continue to serve about 60-70 meals. Some of our volunteers who had not been able to join us are now coming back.

A new component to the Friendly Kitchen is that volunteers are cooking and putting together Family Meals. These meals are cooked and put into containers then given to families that have signed up through the Boys and Girls Club. Each family is given two meals for the week. The Boys and Girls Club volunteers come and pick up these meals and the families pick them up at the Club.

Family Promise Report for August 2021 Vestry Meeting

Submitted by Pam Manus

St. Andrew's is hosting two Family Promise families from August 15th through the 22nd. Family Promise has restarted the rotating sites as of August 1, 2021. There is one family with Mom and 3 girls under age 11 and the other family is 2 parents and 4 children under the age of 10. We are able to maintain a safe environment for all as the adults in the program are vaccinated and while they are in our space they will be wearing masks while in common areas. Our volunteers are asked to be vaccinated and will be masked also keeping 6 ft. distance from the guests. Each family will be assigned a bathroom, they will eat at separate tables. There will be minimal interactions between our volunteers and our guests. Our SignUp Genius is being sent out this Thursday and we have the ability to have other volunteers from the Concord Family Promise volunteer list.

Air Purifier Recommendation

The Adapted Worship Team follows their prior recommendation to the Vestry with this revised proposal for air filtration. It draws on the technical specifications of the previously recommended JADE Air units from Surgically Clean Air to recommend alternative, NYT-reviewed HEPA air filters that are comparable for cfm ratings (and therefore filtration safety) and dB ratings (auditory comfort), and are substantially cheaper up front. The recommended models have less on-board air quality monitoring (we would be taking a pass on this for the nave and great hall), and are slightly more expensive to maintain than the JADE Air units, but overall still much cheaper. This suite of recommendations also covers more spaces in the church than the prior recommendation.

The total cost of the recommend package of air filters is \$4,440.

2021-2022 Adult Sunday Formation Schedule (9-9:50am each Sunday) Groundwork and Discernment for a Congregational Rule of Life ("Trellis of Life", "Way of St. Andrew's", etc.

Autumn-into-Winter: *Seeing Your Life as a Spiritual Journey* Exploring practices that affirm belonging and enrich believing

Winter-into-Spring: A Trellis of Life

Crafting, trying on & choosing a St. Andrew's "Rule of Life" for continuing congregational use

Reference Texts: All participants will be offered a Study Bible and their choice of either of two daily prayer books, *Common Prayer: A Liturgy for Ordinary Radicals* or *Daily Prayer for All Seasons*. Participants will be encouraged toward, and given practice for, praying daily with their chosen texts.

How to help people commit: Strong section themes, clear description of content, clear description of life application (consider present need for rest, and for purpose), RSVP sign-up?, connect to past "Small Group/Emmaus Group" Leaders, ask Vestry to commit to one Section, Guest Leaders (think of the Death, Judgement, Heaven & Hell series), Personal story-telling (think of the Lenten suppers)

Supplies: cut bamboo pieces?

Schedule: Three Main sections highlighted green

Seeing Your Life as a Spiritual Journey

- September 12th: Welcome Sunday
 - o Preach welcome through a "Family Service"
 - o Introduce the Formation Schedule for the year

- Sign-up sheets for all ages of formation
- Have Bibles and Prayer Books for All who sign up
- September 19, 26 & October 3: Section 1 Love, Love & Rest (Love God, Love Neighbor, Keep the Sabbath)
 - o 19: Keeping Relationship
 - Biblical Story of salvation
 - Personal stories weaving into this
 - 9:40: "Examen" practice, "help, thanks, wow" practice, or similar
 - 26: With the Eyes of the Samaritan
 - Stories of: Standing commitments, seasonal commitments, daily commitments, surprise commitments
 - 9:40: Guided meditation practice, searching out neighbors
 - 3: Keeping Time
 - Chronos & Kairos (Steve Blackmer?)
 - Jesus' new spin: Not one stroke passing away, sabbath made for humans, healing on sabbath, time apart to pray
 - 9:40: Giving ourselves to Sabbath, look to Herschel
- October 10th: "Stump the Priest" #1
 - An open, rapid format, question time in the nave, themed on Section 1
 - Includes "harvesting" time on the material explored, which anticipates "milling this harvest" into the Rule of Life in the Spring
- October 17, 24, 31: Section 2 Wade in the Water (Baptismal Living)
 - 17: Mighty Waters
 - The long history of God's People passing through the waters (Creation, Flood, Red Sea, Jordan River, Jesus' Baptism, Desert Mothers and Fathers (against "too much water, too freely"), Contemporary baptism)
 - Baptismal story from Reed
 - Telling stories of our own baptism days

- 9:40: Touching the waters of the font in the nave (signing, kneeling at the rail...)
- 24: Ready for Death, Ready for Life (Baptismal courage for daily life)
 - Show the Orthodox Easter video
 - Lead-off storyteller: _____
 - Finding stories of *claiming* our baptism
 - 9:35: Liturgy of laying down into the water
- o 31: Local Waters (Deeping connection at St. Andrew's)
 - Show video of Episcopal Vigil Baptism at St. John's, Portsmouth, VA: https://www.youtube.com/watch?v=TWe4terHH90
 - Share history of font locations & baptismal practices
 - Invite new contributions from participants who can flesh this story out further
 - 9:35: Pouring waters from altar to font
- November 7th: "Stump the Priest" #2
 - An open, rapid format, question time in the nave, themed on Section 2
 - Includes "harvesting" time on the material explored, which anticipates "milling this harvest" into the Rule of Life in the Spring
- November 14, 21, 28: Section 3 "Here am I, the servant of the Lord" (Faithfulness in our Vocations)

"So Amos answered the king, "I was not a prophet or the son of a prophet; rather, I was a herdsman, and I took care of sycamore figs."

- 14: Moments that Stick
 - Prepared storytellers sharing moments of meeting God in their work and play
 - 9:40: "I make sure I see a miracle every day" (Practice loosening the soil for these moments)
- o 21: Prayers that Stick
 - Giving flesh to multiple forms of personal prayer

- 9:25: Creative activity that owns and celebrates our personal "traveling prayers" that we have already. Or that helps people take hold of a "try on traveler"
- 28: A Prophet Among Them
 - "Whether they hear or refuse to hear (for they are a rebellious house) they shall know that there has been a prophet among them." -Ezekiel 2:5
 - How to let the Light of Christ shine through us in our work and play
 - 9:40: Power poses, Jesus-style
- December 5th: "Stump the Priest" #3
 - An open, rapid format, question time in the nave, themed on Section 2
 - Includes "harvesting" time on the material explored, which anticipates "milling this harvest" into the Rule of Life in the Spring
- December 12 (& 19?): Sending forward activity, anticipating January to March activity

A Trellis of Life

- Book Study walking through *The Church Cracked Open* by Stephanie Spellers
- "Try-on" periods of new in-worship practices, which map between Sunday Formation and our Holy Eucharist
 - Connect via all elements of the Liturgy of the Word
 - Play with these elements so that all worshipers (not just all 9am participants) get to experiment with the possible elements of our St. Andrew's Rule of Life
- Questions for the Formation Team:
 - What would it look like, when the Rule is chosen, to "commit" to the Rule?
 - Might there be a 1-3 "all in" practices and then a small menu of "pick your own" add-ons?
 - What does it mean to have the Rule, when some people will gravitate to it and practice it, and others will be non-plussed or unable to commit?
 - How do we make this an affirming, supportive way deeper into the Holy Trinity, without discouraging those who are not called to it?

- Where is the "Family" component?
 - For partners and spouses
 - For children, teens

DFA Loan Audit:

July 2021 Grant Application St. Andrew's, Hopkinton Supplemental Responses Page

Description: Briefly describe your project, its positive impact on the environment, and any cost savings you hope to realize after its completion.

Our focus is improving the insulation of the building envelope. As identified in our Energy Audit, this is the logical first step in our efficiency upgrade. When taken together, the proposed envelope upgrades have a Greenhouse Gas reduction of 17.6 tons annually. This represents a 21% reduction on our total annual



emissions of 82.6 tons (CO2 only, per audit). The combined cost would be \$44,390, estimated annual collar savings \$5,061, and estimated payback period 8.8 years. From a so-called minimum service life of 25 years on this improvement, the investment gain would be \$82,135 at current energy prices, or 4.3% annually.

We request \$29,390 from the Diocese, to be combined with \$15,000 of parish money, to fully fund the project.

Understanding that you are likely reviewing multiple worthy proposals, we also note that the next logical "stepdown" amount for our project would be \$34,523 (leaving out the lowest impact "2002 Upper Floor" envelope improvements), making for a stepped-down request of \$19,523 in Diocesan Grant funds.

Discernment: Share the spiritual discernment leading to the development of this project.

After a group of stewardship-minded parishioners spent time in conversation about "greening" our physical plant, Linden Rayton pushed for acting on the diocesan invitation to secure and use an Energy Audit Grant. The primary stated focus was on reducing our carbon footprint, with conscious reference to the Paris Goals. It has become clear that in order to literally save the lives

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of our fellow humans and fellow species, personal and institutional investment in climate change prevention is needed. While understanding that the greatest global gains can be achieved through governmental responses, we are called to witness and drive those changes as the Church of Christ, seeking harmony of participation with the Holy Trinity known in all the Earth and Creation.

Paul Carey and rector Reed Loy further pursued the Audit Grant application, and late in 2020 the Vestry approved an application, which the Diocese granted. The Audit from SEEDS was completed in the first half of 2021. The Audit consciously responded to the primary goal of GHG reduction, alongside analysis of projected ROI.

Funding: What is the anticipated budget for this project in its entirety? Have work estimates been received? Does your grant need to be distributed all at once, or in several payments over time? What other funding sources have you identified to support this project?

Estimated budget, \$44,390 based on Energy Audit. We've been in touch with multiple insulation contractors, two of whom have visited on site in June and early July. We expect to have a contractor estimate in hand soon. Block granting would be most useful for funding one integrated achievement of the contract work. We have committed \$15,000 from previously-raised building improvement funds to partner with Diocesan funds, in order to fund the full project.

Resources: In addition to a grant, are there other resources (human resources, gifts in kind, etc.) that you have solicited for this project? Provide examples if possible.

We have also had building walkthroughs by Jim Garvin and parishioner Ben Wilson, the former and present Directors and State Historic Preservation Officers of NH Division of Historical Resources, respectively. They have added historic preservation input on material and technique choices.

Permissions and Permits: What official approvals are required to proceed, or have been obtained already?

Permits would be obtained in conjunction with hiring of contractors. No extraordinary permissions will be required (we have no limiting historical status designations, for instance).

Goals: Describe any specific steps already taken to make your vision a reality and how this grant can help your congregation meet its project goals.

Toward reduction of our carbon footprint, we have previously changed over our lighting to LEDs, and had upgraded (with what was then an upgrade) to high efficiency natural gas furnaces in both the 2000's addition and in the historic nave. With many giant maples on the property, we seek to maximize their longevity and ecosystem services with active tending. And we are working through this grant to integrate efficiency upgrades into our current, ongoing renovations

of our primary worship building (we're responding to the nave ceiling beginning to collapse in mid-2020).

This grant will help us maximize the present improvements, and with the envelope brought up to best-case scenario improved conditions, we can look next at mechanical improvements.