

St. Andrew's Vestry Meeting Minutes

September 8, 2021

Senior Warden, Anne McCausland, called the Zoom meeting to order at 7:05 p.m. Those present were Rev. Reed Loy, Senior Warden Anne McCausland, Junior Warden Clarke Kidder, Treasurer Kerrie Diers, Chaplain Betsy Wilder, Lisa Brown, Steve Largy, Peter Daley, Diane Les Becquets, Judy White, and Clerk Pam Manus.

Those unable to attend: Betty Whinn, Audrey Knight and Lucy Crichton

Opening Prayer: Chaplain Betsy Wilder offered our opening prayer. We then observed 5 minutes of prayerful silence. We then shared whether or not we have this prayer silence in our lives and whether it was comfortable, helpful or uncomfortable.

Consent Agenda: Anne McCausland called for acceptance of the Financial Report. There being no questions for Treasurer Kerrie Diers, Betsy Wilder moved that this report be accepted for the file. It was seconded by Diane Les Becquets and passed unanimously. Committee reports: Clarke Kidder moved to accept the reports from the Friendly Kitchen, Family Promise and Building and Grounds. Steve Largy seconded this and it passed unanimously.

Minutes: The minutes from the August meeting were corrected to reflect that Jim Whinn had compiled processes for our financial procedures. Lisa Brown moved to accept the minutes as corrected, Peter Daley seconded this and it passed unanimously.

Capital Campaign: It has taken longer to get the plans from the Architects so when they get them to us we will go over them and then work out a plan to bring these forward. If it is soon we might be able to have a meeting (with 5 days publish notice of the meeting) to go over them. If it's in early October we can go over them at our October meeting. Melissa Trafton has this all in hand and is keeping us up to date. The 2 building Architects and the 1 outdoor Architect have been at the church to walk through inside and out. Anne Junkin and George Schell are following up on the organ committees report and will bring updated information to us.

Church Visits: Anne McCausland asked for people who had visited other churches to share what they had experienced. Peter Daley talked about his experiences with 3 churches in NH. He talked with parishioners at each and shared what was suggested to him. One church had stain glass windows that did open, one person suggested that we take up the carpeting and would experience an improvement in the sound of music within the nave. One church had equipment that showed the parishioners who were on Zoom, they could also use it to put readings or song words up for people to see. Pam Manus shared her experiences in 3 churches (2 out of state and 1 in state). The common denominator in all three were the welcoming before you even got in the doors. One church service was in the round. That was very inviting and had it's own energy. One church had it's baptismal font in front and it was moved to the center when used. One church had wonderful signs during this pandemic that helped to ensure social distancing. They read "God will know where you are, please sit in another pew" and "Try the front pew, God will find you". There were no further Church visits reported.

Chapter 4 of How to Lead When You Don't Know Where You are

Going: Discerning: Deepening Group Discernment. Did this chapter give us something to hold onto? One statement could be "Discernment is a discussion making process with prayer." We shared our thoughts on the question:

"what language and/or imagery about leadership do you want to harvest and what were the words or phrases you want to go forward with?"

- Gods will being reveled in community.
- Testing the decision with rest.
- Decision making is more reactive and urgent while discernment is more thoughtful and listening.
- Unique to each community.
- Prayer and listening.
- Allows for space/time to listen and understand each other. Taking time to listen.
- The spirit could be/should be a player in discernment. We should be aware of this.
- Do we know what discernment is? Pray about it and listen and answers come to you. It's a feeling. Hard to explain.
- We do know how it feels when we are in decision making mode.

Next question: “when have you seen us in the discernment mode rather than decision mode”?

- Leaning towards discernment, a gentler leadership when we are discussing our Capital Campaign after listening.
- Our tone shifted as we listened to each other and assessed our parishioners needs and not reflecting our “own” ideas.
- Needed to set boundaries, define issues we should center around
- Reflected parishioners needs.
- Exploring, choosing and rest are the points of discernment.

One statement coming from the listening session was “This will not work unless we all agree”. With discernment we can agree to somethings and at least it’s a start and people can work with that. There is collective discernment, so we need to encourage others to discern. It takes the time that it takes. How will we take this to the whole parish. We can include people without causing division. We should be able to open up, listen to all and discern our path. We have started on this path. We don’t have to use this book as an absolute/only way to do things. Listening and distill the feedback, understanding there will be a lot emotion and ego with change. Gentle leadership. We need to acknowledge what people might lose. This all has a natural connection to our RenewalWorks.

Last question “What kind of container should we build for our discernment?”. We can take this home and reflect on it.

Formation: We will start with Welcome Sunday with registration, then have three sessions. Each Vestry member is asked to commit to at least one of these, you can do all three.

- 1.** Love God, Love you Neighbor, Keep the Sabbath
- 2.** Baptismal Living - the practice of this in the world
- 3.** Faithfulness and our Vocations

These will help build a foundation for the parish and in the spring we can begin to discern a rule of life for the parish.

Upcoming events/celebrations:

9/9 - Rev. Loy and Anne McCausland will be interviewing a candidate for our Nursery Care Giver.

9/19 - Formation session begin

10/18 - Judy Barnes’ marriage during 10 a.m. service.

Thank you Cards: Anne McCausland has put a thank you in the EBlast for all the help in moving furniture around in the basement to set up the rooms for the Atrium. Also a thank you to all the people working bring us back in together.

Closing Prayer: Chaplain Betsy Wilder closed the meeting with a prayer.

Adjournment: Diane Les Becquets moved to adjourn at 8:07 pm. Kerrie Diers seconded and this passed unanimously.

Respectfully submitted

Pam Manus, Clerk

Addendum

Building & Grounds Ministry Report for July - August 2021

Activity: Over the summer, we have continued to complete 2021 work items:

General Projects Open:

- Repairs to siding on the Sheep Run wall have been delayed, but are expected to be complete by end of Fall.
- Painting of the Great Hall MG side has been moved to 2022 due to Chris Wardell's schedule.
- Steeple platform repair - additional leak was detected, George dealing with a contractor for repair.
- Railing replacement remaining - Completion delayed pending repair of platform leak.
- Insulation - Bid received and approved. Work to be scheduled ASAP. We have applied for a Dioscesan grant but insulation replacement will proceed in any event.
- Additional outlets in the rear of the Nave will be installed in September. These are required to power new air handlers

- During heavy rains this summer, we had water enter the Youth Room under the door. The cause was due to clogged sidewalk drains. NHS&D investigated, They cleaned out the clogs in the drains and determined what further remediation is required. Their recommendation will be implemented by the end of Fall.
- We have needed corrections to the elevator for some time, NH Elevator was contacted. Their inspection revealed several minor items that addressed them including keyed on-off switches no longer required, lamps burned out, broken magnetic gate latches and doors that needed tension adjustment. All corrections were made except for lamp replacement (Bulbs will be replaced with LED's and have been ordered).

Completed:

- Valves were replaced and plumbing repaired in the rest rooms on the lower level of the church.
- Diseased trees removed at the front and front left of the church building. This was performed at no cost by the TDS in connection with pole and guy work.
- Repair of window surrounds on the MG side of the Great Hall. We had originally budgeted for 9, but upon inspection, only 3 windows required repair.
- Straightened fence surrounding retention pond.
- All additional data cabling. This included an additional outlet at the sanctuary and balcony as well as wireless access points (WAP) in the NAVE and classroom hallway. I (further investigation will be made to determine need for additional WAPs).

Continuing thanks go to several people: Ed Fairfield, George Schell, Eric Riggs, members of the B&G Ministry and parishioners for volunteering their time and skills over the summer.

Memorial Garden Ministry Report June - July 2021

- **Garden Watering** – The Blue Sky sprinkler system is set to water mon., wed., and fri. nights at midnight. Nancy Clark will be the communicator with Clarke Kidder about watering. To assess if the garden is getting the

recommended goal of one inch/week of water, empty tuna cans will be placed and checked the morning after the sprinkler system has been on, for a few weeks. The Hopkinton Precinct Water Commission allocates times for different areas to be irrigated. Main Street's is currently 12 midnight – 4 a.m. Nancy will ask Clarke to check with Blue Sky to start at 3:30 a.m. instead of midnight. Nancy has circulated a schedule for supplemental summer garden watering; all slots are filled. Plants for Altar Guild, on the front steps of the Parish House, and in urns in the back, also need to get the supplemental watering.

- **Memorial Garden Ministry Description** – The description was accepted at the last Vestry meeting.
- **Signage Update** – The new Memorial Garden sign is almost ready. Leland Wilder and Ed Fairfield checked into how to mount it on the stone wall. Four stainless steel screws, with washers behind the sign, will be drilled into the sign and wall. The holes can be patched if the sign is removed. It was suggested that the colors/wording style/image used on the sign be used as a model for other signage needed for St. Andrew's campus.
- **Garden Design/Documentation** – A book of St. Andrew's "Garden Inventory and Maintenance Requirements" by Denise Rice of Terra Design dated September 2001 was shared with the group. Rebecca Briccetti purchased markable tags that can be placed by each plant. Once marked, a plot plan will be drawn up to document the current garden plantings.
- **Garden Plantings** - A new white Annabelle Hydrangea Arborescens from Stonefalls Gardens has been planted in the western quadrant of the garden, next to the Holly bush. It was noted that there's a pink Mountain Laurel in the garden, slight variation from the blue/white color scheme; however, it's attractive and short lived.
- **Weeding** - Betty Whinn will update the Memorial Garden Activity Schedule with the weekly weeding. Binney Wells will send Kim a photo and blurb for the e-blast to invite all to join the weeding Tuesdays at 9 a.m.
- **Garden Benches** – Peter Daley spoke with Betsy Wilder recently about staining the benches. Should they remain grey or return to the original teak? Peter will look into it. There's some stain in the shed.

- **Paver Update** – Linda Henry will be having her/Bob's stone engraved. Betsy Wilder will update the records.

Memorial Garden Ministry Report June - July 2021

- **Financial Report:** Betsy reported no changes since last month's meeting. She will provide information if there something in the Treasurer's report at the Vestry meeting.
- **Pavers:** Doug and Shane Crabtree wish to have a paver and have their ashes interred in the Memorial Garden. Betsy provided them with the information required. Rebecca Rideout inquired about a paver location and Nancy related her encounter with a friend of Alva Chisolm's while watering the garden. The man was returning to his home in Vermont and stopped by for an annual visit to pay his respects. They had a great conversation and the gentleman was complimentary as to what the garden offered including the new planter.
- **Review of June Notes:** The June notes were accepted as written.
- **Planter Dedication:** Nothing to report. Binney is away on vacation, but is in touch with the family.
- **Memorial Garden Ministry Description:** Rebecca reported that the job description has been completed and has been approved by the Vestry.
- **Memorial Garden Signage:** Liz Carey has been working with Ed Fairfield and Leland Wilder on this project. The sign is done, the holes have been drilled into the stone, oxidized brass screws will be used for mounting. Ed has the sign and plans are to mount it this afternoon, (Tuesday, July 13th). Liz will take photos. Binney has an old sign in their barn. It would be interesting to compare signage over the years.
- **Watering:** Nancy reported that we haven't watered for two weeks due to rainfall. Watering is done on Tues. Thur. and Sat. According to an article in the Concord monitor, while there's been a lot of rain, the water is running off to rivers and streams, but not penetrating into the ground. Rebecca provided a thorough report on the quantity of water produced by the Memorial Garden irrigation system. It was determined that the system met the recommended requirement of one inch per week. Liz also recommended using photos for E-news to draw attention to the need for more parishioners to help out with watering and weeding.
- **Weeding:** Done weekly on Tuesday mornings. Weeding and dead heading have been added along with watering to the summer activity schedule

- **A Timely Proposal:** A birthday celebration for Pat Walker will be held in the Memorial Garden at 10:00 a.m. on Thursday, July 15th. A white flowering Hydrangea (Annabella) will be dedicated in honor of Pat's birthday and her many years of service in the Memorial Garden and other ministries at St. Andrew's.
- **Other Business:**
- **St. Andrew's Cross:** Liz Carey provided information about the cross based on her research and John McCausland's input. We discussed many ways this cross could be used to signify St. Andrew's Church, in Hopkinton. Liz desires to share this information with other members of our parish. More to come at a later date.
- **Carriage House Shelving:** Industrial shelving will replace the current wooden shelving use by the MG Gardeners. The team was in total agreement that the wooden shelving would be used in the atrium at the request of Senior Warden, Anne McCausland.
- **Gallery Protection Treatment:** Rebecca will check with Clarke Kidder, as to what the B&G plan is for treating the gallery. We believe it should be done by September.
- **Safety:** Liz Carey strongly recommended that no one should work in the garden alone unless they have their cell phone turned on and handy in case of an emergency. She also spoke with Rev. Reed and Capt. Nate Martel, Hopkinton Fire Department about the possibility of offering first aid and fire prevention information in October. Betty will provide a first aid kit to be kept where it is easily accessible.

Friendly Kitchen Report for September 2021 Vestry Meeting

The Friendly Kitchen is currently serving around 70-90 people a night. These numbers have been steadily increasing as more people are becoming food insecure. The Friendly Kitchen also acknowledges this and is providing 2 dinners a week to parents of children who are taken care of at the Boys & Girls Club and at Merrimack Day Care (both located in the Concord area). There are 50 families signed up at present. The staff and volunteers are looking at expanding this program after some more planning and recruiting more volunteers.

Family Promise Report for September 2021 Vestry Meeting

Through the Grace of God and the commitment of 31 dedicated volunteers we were able to feed and house a Mom and Dad and their 4 children and a Mom and Dad with their 2 month old baby for a week at St. Andrew's. Masked and vaccinated we welcomed our guests and fulfilled our commitment to this ministry. Our next host week is January 2-9, 2022