

St. Andrew's Vestry Meeting Minutes January 19, 2022

Anne McCausland, Senior Warden called the Zoom (on - line) Vestry meeting to order at 7:05 p.m. Those present were Rev. Reed Loy, Anne McCausland, Senior Warden, Clarke Kidder, Junior Warden, Betsy Wilder, Chaplain, Lisa Brown, Betty Whinn, Lucy Crichton, Diane Les Becquets, Judy White, Audrey Knight, Peter Daley and Pam Manus Clerk.

Unable to attend: Kerrie Diers, Treasurer and Steve Largy.

Guests: Melissa Trafton, Paul Jones, Jim Whinn and Bob Wilson

Opening Prayer and Reflection: Chaplain, Betsy Wilder opened the meeting with prayer. She then offered us a reading from Paul's letter to the Corinthians. "When I came to you, brothers and sisters, I did not come proclaiming the mystery of God to you in lofty words or wisdom. My speech and my proclamation were not with the persuasiveness of wisdom, but with the demonstration of the spirit and power, so that your faith might not rest on human wisdom, but on the power of God." After a few moments of quiet, we shared our thoughts.

- Brought to mind the experience, direct experience with God.
- The stories about our experiences with God are handed down - a demonstration of the spirit and power of God.
- Power of words.
- History of our church and the part men's words shaped the church/religion
- Shakers felt that God was both male and female - words were from "both".
- It's difficult not to be anxious about earthly things unless you have some direct experience with the power of God.
- Doing things in community and doing things with God.
- Thinking about "these things shall pass". Many earthly things would not be possible without God. There is a power that remains - ultimately we need to remember that God's power will prevail.
- We can try new things, but ultimately it's God's power that is there.
- For what was - thanks be to God, for what is - thanks be to God and for what will be - thanks be to God.
- God's power is there - we just need to welcome it.
- If you can not preach like Peter, if you can not preach like Paul, you can tell the love of Jesus and say he died for all.

Consent Agenda: Anne McCausland entertained a motion to accept the December Financial Report for the file. Betsy Wilder moved this and Peter Daley seconded. One question for clarification was asked. 'Is this the report that would be going into the file'. The answer was yes. The motion was called and passed unanimously. A motion by Betsy Wilder and seconded by Betty Whinn was made to accept the committee reports

(Family Promise, Formation, Friendly Kitchen, Building and Grounds). The motion was carried.

Minutes: A motion to accept the minutes from the December 15, 2021 and January 5, 2022 (special meeting) was made by Peter Daley, seconded by Judy White. There were no corrections or additions. The motion was passed with one abstention.

Old Business:

- **Capital Campaign/Case Statement:** Anne McCausland thanked Melissa Trafton and Diane Les Becquets for their wonderful work on the case statement. Well done! Anne reminded us of Bob Wilson's statement that we are not voting on the amount of the campaign tonight, we are voting on the vision. He will take this Case Statement and come back to us after his feasibility study is completed. Clarke Kidder moved to accept this Case Statement, Peter Daley seconded it. A question was raised - are the amounts for each project mentioned in the Case Statement. The answer is yes but we are not locked into those amounts. Bob Wilson stated that the case statement, as it is, will probably be 2 pages. After the feasibility study is completed he will come back to the Vestry with his recommendations. The Vestry will sign off on the goal and a more formal brochure will be created. The case statement will be the foundation of the formal request sent to the parish. Jim Whinn suggested that we call the loan repayment line a loan and investment repayment. After some discussion it was clarified that the money listed is what we owe. In the solar panel area the wording was changed to "reduce electricity costs". The statement will be done with our letter head and formatted with the church fonts. The Vestry names do not have to be listed. Each person being interviewed will be getting this statement before the interview. Bob also mentioned that he and Fred Briccetti felt that the payback time for the pledges for the campaign should be 4 years. This is a reasonable time frame. The motion to accept the Case Statement as reworded was voted on and it passed unanimously.
- **Increasing Shared Leadership:** Anne McCausland reported that she and Peter Daley have renewed their work on the roles of the Vestry. The goal being to encourage lay leadership to relieve and free up our Priest. Over the past few years Rev. Loy has taken on the workload of the communications and some work of the ministries that are in our parish. They have reviewed roles of the Vestry members as liaisons to the Committees of the parish as listed in our By-laws. In the past we had named the ministries and identified the Committee they should be listed under. (i.e. - Coffee Hour under Parish Life; Friendly Kitchen under Community Outreach etc) and each Vestry member took responsibility to continue the connection between the Vestry and the that Committee. The leaders of the ministries are supported by that Vestry member and communications go through the Vestry member. This strengthens the lay leadership and clears up and enhances communication between not only the ministries and the Vestry, but also between the ministries. The liaison is not in charge of leading the ministries, nor working for them, but serves as a connection between ministries and the Vestry. The Vestry members that are continuing on, then volunteered to be liaisons.

1. Parish Life - Betsy Wilder and Judy White
2. Building and Grounds - Clarke Kidder
3. Stewardship/Finance -
4. Christian Formation - Diane les Becquets
5. Community Outreach - Lucy Crichton
6. Executive -

As the new Vestry members join in February, they will be offered the opportunity to choose which Committee they would like to be the liaison to. We then discussed the expanded role of Kim Wertz, who has accepted the role of Associate for Administration and Ministry Development (an added 10 hours of employment). Lucy Crichton moved to accept this new role and it's description. Clarke Kidder seconded this and it passed unanimously. Rev. Loy will announce this news at our Annual Meeting.

- Steeple/Rooftop Work Authorization: Clarke Kidder moved to increase the previously approved \$120,000 for the Nave/Steeple Repair by \$15,000 to an amount not to exceed \$135,000. Monies to be drawn from investment funds and replaced by capital campaign proceeds. This was seconded by Pam Manus. The question of responsibility for the continued leaking was discussed. The platform of the steeple is flat and the balusters go into/through the roof. The contractor fixed what was identified as the fault for the leak. After that repair, another issue, due to the design of the steeple, showed up and another leak was identified. This request is to complete repairs to the steeple platform, restore the railings surrounding the bells and paint the upper part of the steeple based on actual quotes. We discussed the various ways to pay for this increased cost to repair the steeple. Betty Whinn offered a friendly amendment to additional repairs of the steeple taking the \$15,000.00 from our investments. Judy White seconded this. This passed with 9 yeas, 2 nays, 0 abstentions. Clark Kidder then amended his motion to read. I move to increase the previously approved \$120,000 for the Nave/Steeple Repair by \$15,000 to an amount not to exceed \$135,000. The \$15,000.00 is to be drawn from investment funds. Seconded by Pam Manus. This motion passed unanimously.
- Passing the finalized 2022 Budget: Jim Whinn, filling in for Kerrie Diers, Treasurer, discussed the changes in the design of the budget. This reflects the work of Kerrie Diers, Kim Wertz and Lauren Tennett. The format should make identifying areas of income and expense easier to track. The amounts in the budget have not changed, just their location. Jim explained some of the information offered as notes on the right hand side explaining cost, modifications or investments. Jim went through the budget to clarify why certain items were placed in different lines. We discussed our opportunity to pass our budget without it being balanced. We can say that we will pass this budget with faith that we will be able to run the parish and not have to draw from our investments. We can balance the budget by using cash reserves. All were able to express their feelings on whether we balance the budget drawing from investments or pass the budget as it stands without being balanced. Betsy Wilder moved that the Vestry pass this budget in faith recognizing that we have adequate

cash reserves to balance the budget if needed. Diane Les Becquets seconded this and it passed unanimously.

- Annual Report the 2021 Report: Betty Whinn moved to accept the 2021 Annual Report. Lisa Brown seconded this and it passed unanimously.

New Business:

- Voting an Assistant Treasurer: Rev. Loy asked for a motion to vote Jim Whinn into the position of assistant Treasurer as provided for in our By-Laws for the purpose of sharing in the Treasurer duties between now and annual meeting (January 30,2022). Diane Les Becquets moved this and it was seconded by Lisa Brown. There were no questions or discussion offered. This motion passed with 1 abstention.
- DAF Loan: Jim Whinn asked for a motion to have the Treasurer faithfully make the DAF Loan payments of \$988.86 each month until such time as the DAF loan is payed in full. Clarke Kidder so moved. Pam Manus seconded this and it passed unanimously.
- Upcoming special celebrations/events/dates:
 - Annual Financial Review - January 23, 2022
 - Annual Meeting - January 30, 2022
 - Blood Drive - February 23, 2022
 - Ash Wednesday - at First Church (Rev. Jill Small) - March 2, 2022

Anne McCausland thanked the Vestry members who are going off for their faithful service. They are Audrey Knight, Betty Whinn, Lisa Brown, Peter Daley, Kerrie Diers and Pam Manus.

- Thank you notes to:
 - Diane Les Becquets - by Lucy Crichton
 - Melissa Trafton - by Anne McCausland
 - Pam Manus - by Betsy Wilder
 - Judy McPhail - by Pam Manus

Anne McCausland reminded the Vestry that the meetings are now changed (starting in February) to the 3rd Tuesday of the month.

Clarke Kidder reminded us that the insulation will be blown in next week.

Closing Prayer: Our closing prayer was offered by Chaplain Betsy Wilder.

The meeting was adjourned at 9:00 pm.

Respectfully submitted

Pam Manus, Clerk.

Addendum

Report from Building and Grounds offered as was written in the Annual Report

In 2021, we were able to complete several major projects, in the following areas: Eco Green, Nave, and previously identified projects from our ongoing “must do list”.

The Nave

- Plaster completely repaired in the ceilings and walls both the Nave and Narthex
- Insulation installed in the walls and replaced in the ceiling resulting in a greater “R” value
- Nave and Narthex repainted.
- Wiring replaced and brought up to electrical code
- Lighting in both the Narthex and Nave was redesigned to provide more uniformity and chandelier and sconces rewired and reinstalled.

Thanks to George Shell who acted as “clerk of the works”, for making sure that all the work required to restore the Nave was completed properly.

Eco Green

St Andrews strives to be a good citizen in our world. This includes reducing our carbon footprint. The B&G Committee is committed to furthering this goal. Work in this area during 2020 has included:

- Green Audit. SEEDS conducted an audit during the first quarter of 2021. This resulted in several recommendations where St Andrew’s could become “greener” and reduce operating expense.

- The audit pointed out that additional Insulation throughout the building would yield the greatest benefit. Followed up on this, and thanks to grants from the Diocese, were able to fully upgrade all insulation this year.

Projects Completed by Eric, Friends of St Andrew's & Volunteers:

- Updated of data wiring and related electronics (donated by a parishioner) in all areas of the church are now able to access reliable internet via a wired / wireless network.
- Held two successful Clean-Up Days.
- Removed three diseased maple trees one of which was overhanging electric distribution for the village and two that had fallen over.
- Repaired rotted sill & window surrounds on the Great Hall.

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- Repaired deteriorated siding on the sheep run and driveway side of the Great Hall.
- Repaired drains at rear of Youth Room (further work will be needed).
- Added gutters over Youth Room exit.
- Kept costs within the approved budget.
We should also recognize the support of and give thanks to our service providers, especially: Mike Reid of Mike Reid Plumbing, Chris Wardell of Wardell painting, Jeff Dearborn and Matt Puza for tree maintenance, and

Finally, thanks to George Shell who acted as “clerk of the works”, for the Nave project.

Memorial Garden by Rebecca Briccetti & Binney Wells, Co-Chairs

Parishioners and visitors alike appreciated services held in St. Andrew’s Memorial Garden, and for a second pandemic year we were more than usually grateful to have this tranquil outdoor venue. The work of many made garden services possible, including our rector, sexton, Altar Guild, Choir, Music Director, LEMs, musicians, worship leaders and technology specialists! The garden hosted meetings and a few memorial services, too.

MGM participants and volunteers moved forward the work of keeping the garden.

In its first year, the new memorial planter welcomed the beginning of 2021 with a handsome display of greens that were periodically refreshed. To greet summer’s arrival, it was filled with boxwoods and a multitude of blue- and white-blooming plants. By March, the MGM decided to table the Children’s Seed Planting Project and fundraising efforts for another year, again due to the pandemic. Some MGM participants started seed indoors, ultimately planting out more than 60 blue and white flowers.

In mid-July, a handsome new sign was designed to match the church sign, and it was installed on the garden wall (thank you, Ed Fairfield and Leland Wilder!). In October, we planted several hundred bulbs, as well as perennials and a fine white lilac.

Care for the trees this year included two magnolia scale treatments, and an autumn visit from GTI Arborists to thin and bring down the height of all the trees. Over the course of several fall days, a small MGM cohort sanded and applied preservative to the garden gates and gallery. Buildings and Grounds transferred the gates to overwinter in the shed, in hopes of prolonging their restored state.

Grateful thanks to parishioners who gave the MG their attention during St. Andrew’s fall clean-up in October. Come, everyone, to spend time in the garden. Come to worship, to contemplate, to visit with a friend in this blessed enclosure, and come join the Tuesday morning “weeding parties” during the growing season.

I continue to express my gratitude and thanksgiving for the generosity and foresight of our St. Andrew’s saints,

Rachel Johnson and Lucia Ewing whose endowments make our capital improvements possible.

Phil and Joann Strittmatter of Strits Landscaping for mowing the lawns in the summer, assistance in the

fall cleanup and always timely winter plowing and shoveling of the driveway and sidewalks. Thank you to the

B&G committee for your support and muscle for cleanup, clearing drainage lines, working alongside

parishioners in spring and fall cleanups and providing advice vice and oversight.

Thanks too to our staff: Kim Wertz, who pays the bills and our Sexton, Eric Riggs, who maintains our property,

monitors and supervises scheduled maintenance, and is always on top of issues that need attention. We could

not have accomplished this year's work without them.

Family Promise

St. Andrew's has completed another year (#6) of involvement with Family Promise of Greater Concord, a program to house homeless families. We join with twelve local congregations, along with 3 support parishes to offer 365 nights of shelter, warmth, food and safety. We here at St. Andrew's are blessed to have committed volunteers who welcome these families. This year has continued to look different as the nation continues to experience the COVID pandemic. Early in 2021 we saw our families find housing, work and stability. In November of 2020 The First Congregational Church of Henniker offered their empty parish house to house families. This housing arrangement worked well, but in July of 2021 they announced that the parish house was to be sold. The families then moved on to the sites in the rotation that were open to having families in their buildings. With strict protocols in place, families were vaccinated (if not already), volunteers were to be vaccinated, and all would be masked while in common areas. As other host sites opened, the families moved each Sunday to a new site and if a host site could not welcome them, the Family Promise Program would put them up in local hotels/motels for that week. In October 2021 Wesley Methodist Church in Concord opened its doors for any host group that couldn't welcome families in their own buildings, and this has worked out well. The staff of Family Promise have been faithful to this program even while taking on the diversion program

funded by a grant. The diversion program helps divert families from homelessness by helping with security deposits, first months rent, help with transportation and occasionally moving expenses. The Family Promise Program volunteer program is open to all who would help whether it is here at St. Andrew's, at another church or at the Day Center in Concord on the weekends. As new families come into the program, they are welcomed by all. St. Andrew's has been able to meet our host responsibilities because of the faithfulness and generous support of our parish family. There is nothing so heart warming as seeing a homeless family come into a safe, warm and welcoming space, sitting down to eat a nutritious meal, and then retiring to their own space for a comfortable night of rest. Its such a blessing knowing that your participation helped them even if it was only for 1 week 4 times a year. These are the gifts we get back! Family Promise gives us the opportunity to fulfill our baptismal covenant, respecting the dignity of each person we come in contact with, while striving for justice and peace among all people. We are living the Good News of God in Christ. We have been a haven in a hurting world and with God's love blessing us, we are making a difference.

Friendly kitchen report as Written in the Annual Report

The Friendly Kitchen continues to be using COVID rules. Guests eat outside, given the food in "to go" boxes. With the cold weather it is hard, but the staff is hoping to open for eating inside.

Formation Ministry

The formation committee met on January 14th. We focused on two topics:

- 1) The creation of a digital app or daily email that would be accessible parish-wide and would involve the participation of individual parish members, as a rule of life for the parish.
- 2) Offerings during our season of Lent, particularly given the pandemic parameters.

Regarding the digital application/rule of life:

We will be providing daily scripture recordings, that will be read by different members of our parish, including our parish children and young adults. We will have four time slots (scheduled on two different Sunday afternoons), where people will join on Zoom and be recorded reading their respective scripture passages. A sign-up for these time slots via Sign-Up Genius will be circulated by Kim. The formation committee will email each passage to be read to those who have signed up, in advance of the recordings. Passages will include the Gospel and Collect from the Lenten daily lectionary (approximately one minute each). John Gfroerer will be handling the technical component of editing and uploading. We are still looking into the possibility of a digital

app through which the recordings will be available. If this is not feasible, we will most likely make the recordings available via a daily email. We see this as a wonderful opportunity to not only hear the Word of God as we prepare for Easter, but to draw closer to one another and stay connected.

We are asking each vestry member to sign up to read. Individuals may be the reader for more than one day.

Season of Lent:

The scriptural recordings will be offered during each day of Lent. We have decided to make this part of our Lenten Season. In addition, John McCausland has prepared a five-week Lent Series for Coffee and Conversion, which he has captured as follows:

COFFEE AND CONVERSION LENT SERIES 2022

The first Christians observed with great devotion the days of our Lord's passion and resurrection, and it became the custom of the Church to prepare for them by a season of penitence and fasting. This season of Lent provided a time in which converts to the faith were prepared for Holy Baptism. It was also a time when those who, because of notorious sins, had been separated from the body of the faithful were reconciled by penitence and forgiveness, and restored to the fellowship of the Church. Thereby, the whole congregation was put in mind of the message of pardon and absolution set forth in the Gospel of our Savior, and of the need which all Christians continually have to renew their repentance and faith.

We are invited, therefore, in the name of the Church, to the observance of a holy Lent, by self-examination and repentance; by prayer, fasting, and self-denial; and by reading and meditating on God's holy Word. *From the Book of Common Prayer, pp. 264-65.*

In keeping with this statement from the Book of Common Prayer about Lent, in the five Sundays during Lent, the Coffee and Conversion classes will take up five gospel readings that were used in the early Church for the final preparation of candidates for Baptism at the Easter Vigil. Known as "the Scrutinies," these passages are useful for looking at our lives in "self-examination and repentance" and as focuses for reflection and prayer during the week.

Each class will begin by looking at the Scripture passage for that week, some opening remarks on it from the class leader, John McCausland, and then group discussion. Discussion will consider what the passage says to us as individuals, as a congregation, and to the world. The weekly handout will include suggestions for prayer and further reflection during the week. The goal will be "to renew our repentance and faith."

Lent 1, March 6: Matthew 4:1-11 - The temptation of Jesus in the wilderness

Lent 2, March 13: John 3:1-17 - Jesus tells Nicodemus he must be born from above

Lent 3, March 20: John 4:5-42 - The Samaritan woman at the well

Lent 4, March 27: John 9:1-41 - Healing of the man born blind

Lent 5, April 3: John 11:1-45 - Raising of Lazarus