

18 October Saint Andrew's Vestry Minutes

Present: Anne McCausland (Sr. Warden), Betsy Wilder, Jim Whinn (Treasurer), Trish Chandler, Judy White, Paul Jones (Chaplain), Susan Youngs (Clerk), Diane LesBecquets, Steve Largy, Steve Trafton, Clarke Kidder (Jr. Warden)

Absent: Rev. Reed, Randy Galinat

Meeting called to order at 7:02

Opening Prayer and Reflection: After a prayer, Paul discussed some of the results of his reflections about what it means to be a member of the Vestry and challenged us to do likewise. Various Vestry members discussed some of their own ideas on the responsibilities of being a Vestry member.

Consent Agenda:

- Receiving the Capital Campaign Report: Jim moved to receive the Capital Campaign report and Steve L. seconded. Unanimously approved.
- Receiving the September Financial Report: Judy moved to receive the September Financial Report and Betsy seconded. Unanimously approved.

Accepting Minutes from Last Meeting: Trish moved to accept the minutes from the September meeting, and Judy seconded. Approved.

Old Business:

- Vestry Liaisons 2.0: honing our idea. Anne discussed the preliminary results of the discussion she, Reed, Paul, and Clarke had on Vestry Liaison roles.
- Church Sign Review: we reviewed the four designs. There were definitely differences of opinion, and Anne took notes to bring back to the committee.
- Capital Campaign
 - Overview of Projects Timeline: Anne went through the various projects and a rough timeline of how the projects need to be coordinated. (For example, the organ needs to wait until the chancel work is done.) We asked Clarke to discuss with Melissa about getting two quotes for a survey for grounds work.
 - Commitment and Deposit with Olde Window Restorers (for clear glass window restoration). We will wait to start this work until we investigate applying for an LCHIP grant for these windows. We would like Clarke to get an estimate for restoration of the crescent window.
 - Commitment and Deposit with Ken Paulson (for stained glass window restoration). We can't get an LCHIP grant for the stained glass windows since there is a rule against funding for any religious iconography. Diane moved to authorize Clarke and Reed to move forward on replacing the stained glass windows. Susan seconded. Unanimously approved.

- Motion to amend Rector's Letter of Agreement regarding intellectual property rights. Postponed until next meeting.

New Business:

- Rescheduling February 2023 Vestry Meeting. Since the regularly scheduled February Vestry meeting would fall on Shrove Tuesday, we'll hold the February 2023 meeting on Sunday, 19 February, as a luncheon meeting at Susan Youngs' house.
- Accepting gift of Baptismal Bowl from Ken Hazen, per bylaws. Jim Whinn moved to accept, with gratitude of the Vestry and congregation, the gift from Ken Hazen of a wooden bowl turned from the maple tree that used to stand in front of the church, to be stewarded faithfully in accordance with the needs of St. Andrew's Church. Further, to accept it according to all the provisions of our Bylaws for its use, adaptation, or disposal, with the receipt being added to the permanent records of St. Andrew's. Diane seconded. Unanimously approved.
- Eucharistic Ministers: licensing new leaders. Clarke moved that we approve the licensing of the four new Eucharistic Ministers. Judy seconded. Unanimously approved.
- Health insurance for Reed's family next year. Jim moved to commit, prior to our budget approval, to paying the parish contribution of \$3450, which is 100% of the difference between PPO80 deductible and the CDHP deductible for the Health Savings Account for a family plan for the 2023 year. Anne seconded. Approved.
- Diocesan Convention is coming up. Steve L. explained the two resolutions that will be before the Convention. Send any feedback to Steve L., Trish, or Marti Hunt.

Upcoming Special Celebrations/Events/Dates:

- 6 October-13 November: Annual Pledge Season
- 23 October: Family Service
- 26 October: Blood Drive
- 30 October-6 November: Family Promise
- 4-5 November: Diocesan Convention, with visit from Presiding Bishop, and ChIPs Gifts.
- 11 November: Parish cleanup, in which we be joined by local cub scouts.
- 13 November: Combined Celebration of Annual Pledges and *Renewing the Gift* Capital Campaign Pledges after worship. Guest Preacher: the Rev. Nathan Bourne of St. George's Durham

Thank-you Cards: Betsy will write a note to thank the new organist/choir director for her enthusiastic beginning.

Next meetings: 15 Nov., 20 Dec., 17 Jan., Feb. (TBA), 21 Mar., 18 Apr., 16 May

Closing Prayer: Paul offered a closing prayer.

Meeting adjourned at: 8:41.

Building & Grounds Ministry Report for May - Sept 2022

Memorial Garden Ministry Reports

Activity:

All the items in “Phase One” of the Capital Campaign are now completed as are all of this year’s program of repair and upgrades to the church, however, there are a few carryovers.

General Projects Open:

- **Painting of the Great Hall (MG side) has been moved to 2023**
- **Corrections to the elevator - lamp replacement pending.**
- **Tree work – removal of tree along driveway is possible**
- **Repainting parking lines – George and I will refresh the lines this fall.**
- **Finish gutter installation 2023 project**
- **Drainage at west side of parking lot.**
- **Fall cleanup.**

Completed:

- **Steeple platform repair**
- **Steeple railing replacement and steeple painting.**
- **Water runoff – gutter additions to back of office, drive side of classrooms and between Nave and Sacristy.**

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 past winter.

Memorial Garden (MG) Ministry Update for May 2022 Vestry Meeting

- Bartlett Tree Service came on May 10th and found the Magnolia tree to be in robust health. The service will “drench” the tree in the spring, and spray it in the fall to keep it healthy.
- The final draft of the “Frequently Asked Questions” of the Memorial Garden webpage is almost ready for Kim.
- The MG ministry team will focus its work on the garden at the May 15th clean up.
- The MG ministry team is in the process of planting annuals throughout the spring via seedlings, plants and direct sowing of seeds, all of blue and white to honor the “Mary Garden” theme.
- Plans are moving along for the Memorial Garden Open House/Plant Give Away on Sunday, June 12th, following the 10 a.m. service. Light refreshments will be served. There will be a “children’s corner” with garden-themed activities. Garden tours and posters of the garden’s original design will be available as well as a brochure explaining the history of the garden. Give aways will include 75 sunflower plants (limit 1/family), and 30 glass pint sized milk bottle vases, donated by Lee Wilder, containing cut flowers. There will be posters around town and a notice in Susan Covert’s Hopkinton e-newsletter to encourage the whole community to attend.
- Nancy Clark is coordinating the weekly watering schedule to assure the garden is watered mid-May through September three times weekly, supplementing the sprinkler system.

- There will be a paver in the garden in honor of Bunny VanValen, with the epitaph of “Memorial Garden Creator and Designer” to acknowledge her significance with the garden.

June 2022

Saint Andrew’s Memorial Garden Ministry Meeting Notes June 14, 2022

Attendees: Co-Chair Binney Wells, Financial Overseer Betsy Wilder, Liz Carey, Margaret Frank-Douglas, Carol Hodgdon

Discussion of how successful we all felt the Opening of the Memorial Garden was on Sunday. A review of the photos that were taken by Liz, Binney and Maggie ,as well as the video. These will be edited by them and sent to Kim and Reed. Some of these will be forwarded to Martha Fairfield and Lucy Creighton.

We entertained how we might encourage more of the community to be engaged in our celebration. It was the general feeling we had been done that we could and just let it go. The church family came after a long family service and were very complimentary.

The welcome table could have been placed near the gate as our guests did not sign in or take the pamphlets. The food table was used and the cookies and water were appreciated.

Although the books were not read, at the children’s table, many children participated in the coloring (and their “works of art” were displayed on the gate wall).

The remaining sunflowers and pamphlets will be either given out at the 6/16 garden service or perhaps planted near the parish house. The pamphlets will be placed in the service bulletin.

A very brief discussion was had regarding the establishment of a cutting garden that would furnish alter flowers for the summer months. It was felt that that was not a practical venture at this time.

Financial report was presented by Betsy. Expenses for the weekend event: Whole Foods (mixed flowers) - \$74.00, Good Earth(sunflowers)- \$225.00 Welcome Sign- \$65.00 and 2 double sided posters-\$158.00.

Submitted with great gratitude to Binney and Betsy

Carol W. Hodgdon

August 2022

Saint Andrew's Memorial Garden Meeting Notes –August 9, 2022

Attendees: Co-Chair, Rebecca Briccetti, Co-Chair, Binney Wells, Financial Overseer, Betsy Wilder, Liz Carey, Maggie Frank, Carol Hodgdon, Betty Whinn, Recording Secretary (substitute).

Opening Prayer: Eucharistic prayer C reflection, expressing our gratitude and care for the MG, a tiny piece of this fragile earth.

Financial Report: To be provided at the September meeting.

Review of June 2022 Open House Event: The June 12th end of church year celebration, lovingly referred to as a “garden party” was a great success. Celebration Sunday seemed to ensure good parishioner attendance. We conducted a thorough review and provided feedback. Although we didn’t draw community members as we had hoped, a similar celebration with slight variations is planned for next year. The initial plan was modified due to concerns about plant disease and soil contamination. Eight MG Ministry team members along with many parishioners who attended the church service took part in the festivities. Sunflowers and floral bouquets arranged in Leland Wilder’s vintage milk bottles were offered as gifts. The children’s corner, gifts, cookies and iced water were enjoyed and appreciated., Of special note was the focus on families, flower gifts, pictures on the wall, as well as the beauty of the garden itself. The posters were spectacular and publicity good. Flowers will not be purchased next year. Consideration will be given to using flowers in vintage milk bottles as gifts. Photos will be given to Kim Wertz for future use to depict parish activity The possibility of using a photo screen in the Narthex and TV in the great Hall was discussed. Rebecca will discuss this with Rev. Reed and Kim.

MG Web Page: Is in the process of being updated. This will include new photos, revised text, FAQs page and a “History” page. Kim is in the process of creating this.

Pavers: Several pavers were recently engraved, including one in memory and honor of Bunny VanValey, original MG designer. Three others have yet to be engraved. Order forms and related engraving information will be modified to reflect recent price changes. It was proposed that new engravings be announced in St. Andrew’s E-Mail Blast.

Other: Team members will continue to meet on Tuesdays thru September to water, weed, and maintain the garden. We will clean up the flower bed alongside the driveway in front of the great Hall **Sunday, August 14th, following the church service**, in preparation for the celebration of Martha Fairfield’s life to be held on Monday, the 15th.

Next Meeting: Tuesday, September 13th, 10:00 A.M.

Respectfully Submitted Betty Whinn- Recording Secretary -Subst

September 2022

Saint Andrew’s Memorial Garden Ministry-Vestry Report - September 2022

Meetings: Memorial Garden Team Meets on the second Tuesday of the month. Members are notified of any changes. Our next meeting is at 10: A.M., Tuesday, October 11th.

Opening Prayer: The meetings begin with prayer expressing our love and gratitude, asking God to lead us in our decision making and actions.

Financial: The MG ministry team’s financial status appears to be in good order. We recognize the value and importance of tracking in-kind donations.

Pavers and Engraving: Forms have been modified to simplify purchase and engraving of pavers. The cost of engraving and purchase of pavers has changed. Costs of paver (any size) flat fee of \$200.00 for engraving (any number of letters) \$225.00. The total cost of purchasing and engraving a paver is \$425.00. Betsy Wilder and Kim Wertz are contact people.

Web Page: Has been refreshed. The MG team is pleased with the result.

Ministry Fair: It was somewhat disappointing that more people did not join our ministry team. We hoped our display and special card would draw more interest.

Wooden Gallery: Once the date has been determined, members of the MG ministry team, as they are able, will assist the B&G ministry team in applying preservative to the gallery. We hope that it will happen during the warmer weather.

M.G. Clean up: Scheduled for November 4th, the same day as the parish wide clean-up. Both MG & B&G benefit by being scheduled on the same day,

All Saint's Day: Those attending the 8:00 A.M. and 10:00 A.M. worship services will move from the nave to the Memorial Garden during the service.

Fall Activities: Re-evaluation of current plantings, possible additions, transplanting, pruning, and clean-up are currently on the agenda. The selection of 2003 Officers and Co-Chair for Financial Overseer will take place at the October meeting.

Winter Activities: Plans for winter activities to be discussed.

Respectfully Submitted

Betty Whinn - Recording Secretary - Substitute