

**28 November 2023 Saint Andrew's Vestry Minutes**  
**St. Andrew's Parish House, 7 p.m.**

**Present:** Jim Whinn (Treasurer), Judy White, Susan Youngs (Clerk), Randy Galinat, Clarke Kidder (Jr. Warden), Fred Briccetti (Sr. Warden), George Schell, Fr. Reed Loy, Chris Miller, Paul Jones, (Chaplain), Steve Trafton, Liz Cooper

**Absent:** No one!

**Meeting called to order at 7:00**

**Opening Prayer and Reflection:** After a reading from the Psalms, Paul pointed out its mention of diversity. He asked us to reflect on the richness diversity offers us.

**Consent Agenda:** Randy moved and Jim seconded to accept the Consent Agenda. Unanimously approved.

- Reports:
  - Christian Formation Committee
  - Stewardship Committee
  - Mission Outreach Ministry Committee
- No Reports:
  - Building and Grounds
  - Worship Committee
  - Parish Life Committee
  - Finance Committee
  - Capital Campaign Projects

**Receiving Treasurer's Report:** Randy moved and Chris seconded to receive the Treasurer's Report. Unanimously approved.

**Accepting Minutes from Last Meeting:** Fred moved and Clarke seconded accepting the minutes from the October meeting. Unanimously approved.

**Old Business:**

- Capital Campaign Progress: the stained glass windows are all in and paid for.
  - Solar Project discussion: Reed reported that we have received a report on the nave roof structure and its suitability for supporting solar panels. The report recommended some work to be done if we wished to put solar panels on the roof. If we do the reinforcing, we'd also then probably also put on a new roof before putting solar panels on. We could put the solar panels only on the sheep run and the parish house, which should satisfy the church's needs. We could instead put money away each year for a few years to build up a fund to do the repairs, put on a new roof, and then do the solar. We'll hope for more information and make the decision next month.

- Capital Campaign Outreach—continued discussion. We have committed to put 10% of our capital campaign income into charitable gifts. We discussed having three committees, one for local charity, one for diocesan needs, and one for global needs. Steve and Fred both agreed to be on a committee to begin to come up with a plan that they'll present at the December meeting.
- Diocesan Convention: Reed reported on the meeting. The business meeting was held on Zoom on Friday evening, which made things more accessible for everyone. The worship service was at Trinity church in Claremont. All resolutions passed unanimously, and it was a successful Convention.
- Staff Salaries/Bonuses: Jim and Reed presented a sheet with recommendations, and we discussed some options. Jim would like our budget decisions made at the 19 December meeting.
- 2024 Budget Preview: Jim presented a few of his estimates for next year's budget. He hopes to have the budget set and ready to vote on for our 19 December meeting.

#### **New Business:**

- EM Licensing Approval: Randy moved and Clarke seconded to have George Swenson approved a Eucharistic Minister. Unanimously approved.
- "Beyond Inviting and Welcoming," from Rev. Stephanie Speller's book *Radical Hospitality*: We discussed some of the issues the book raises and how we see them happening at St. Andrew's. Reed posed some questions for next steps, such as How do we "operationalize" our insight? How do we talk *with* newcomers? What do we say? Do we "script" those words? How do you know when you're a member here?
- 2023-2024 Accessibility Grant: the Dioceses has an accessibility grant, and Jim thinks maybe we should see if we should apply for one. Susan moved and Fred seconded to empower Jim and Clarke to fill out the application and apply for this grant. Unanimously approved.
- Assistant Treasurer 12-17 December 2023: Liz offered to fill this position while Jim is gone.
- Fred gave a brief report on nominations.

#### **Upcoming Special Celebrations/Events/Dates:**

- 3-10 December: Family Promise
- 20 December: Blood Drive
- 28 January: Annual Meeting

**Thank-you Cards:** Paul agreed to write a thank-you to Jacqui, Isaac, and Noah Davis to thank them for organizing the game night.

**Next Meetings:** 19 December, 23 January 2024, 25 February 2024 midday at Chris Miller's house

**Closing Prayer:** Paul offered a closing prayer.

**Executive Session:** The Board held a brief Executive Session.

**Meeting adjourned at:** 9:14.

**St. Andrew's Church  
2023 Annual Stewardship Campaign  
Timeline**

October 2            **Letter from Fred Briccetti** to kick off annual fund campaign. (done)

**WEEK 1**

October 8            **Testimonial in Church #1**  
8 a.m. Empty  
10 a.m. **Anna & Aaron Jones (done)**  
**Testimonial in e-news #1 October 5: Lara Wheeler (done)**

**WEEK 2**

October 15           **Testimonial in Church #2**  
8 a.m. **Marti Hunt (done)**  
10 a.m. **Trish Chandler (done)**  
**Testimonial in e-news #2 October 12: Jean Brennan (done)**

**WEEK 3**

**Letter from Reed** to hit boxes just ahead of Pledge Sunday

October 22           **Testimonial in Church #3 –**  
**This is where we review the giving from last year, etc.**  
8 a.m. **Peter Daley (done)**  
10 a.m. **Shelli Gay (done)**  
**Testimonial in e-news #3 October 19: Matt & Natalie Hunter (done)**

October 22           **Leadership Dinner in the Great Room w/ spouse (done)**  
5:30 p.m. to 7:30 p.m.

**WEEK 4**

October 29           **Pledge Sunday – Guest Speaker The Rev. Bill Petersen (done)**  
  
**Pledge Sunday Luncheon (done)**  
11 a.m. or thereabouts

**Testimonial in e-news #4 October 26:**  
**Martha Buttenheim & Pam Minish (done)**

October 30 **Letter from Shelli & Jill** to those who did not attend Pledge Sunday  
Goes out Monday after Pledge Sunday **(done)**

**Preliminary results & thank you in e-news November 2 (done)**

November 6 **Letter from Shelli & Jill** to encourage those who have not given,  
emphasis message from Pledge Sunday sermon

*Need help with handwritten thank you notes (87 last year). Shelli,  
Jill, Reed, Fred, Doug and Shane Crabtree, etc.*

November 9, 16, 23 **Updates in e-news (Shelli & Jill)**

**Prepare 2024 Stewardship Budget with Kim based on 2023 invoices, etc.**

January 2024 **Stewardship Report for Annual Meeting**

Possible People to ask / in-person or written:

**Anna and Aaron Jones (YES)**

Jill and Dan Miller (newer)

**Trish Chandler (YES)**

**Matt & Natalie Hunter** (newer with kids) **(YES)**

Ed Fairfield (does not like public speaking)

Dick & Shirley Hesse

**Lara Wheeler (YES)**

Dave & June Young (did in 2019)

**Kim Emerson & family (NO)** please invite to do written in 2024!

**Martha Butterheim & Pam Minish (YES)**

Jacquelyn & Issac Davis (newer – ask in 2024)

**Jean Brennan (YES)**

Bernadette & Jimmy Allan

**Marti Hunt (YES)**

**Jim Whinn (NO) & Peter Daley**, giving chart **(YES)**

Pledge Sunday Luncheon

Jill Miller **(YES, coordinating)**

Nancy Clark – **(YES, assistant)**

Erin Collins – **(YES, floral table arrangements)**

Susan Youngs **(NO)**

Audrey and Rob Knight **(NO)**

Leadership Dinner

Judy McPhail **(YES)**

11.8.2023

## St. Andrew's Church Annual Stewardship Campaign

2017 to 2024

### Historical Totals:

2017 - 63 pledges for \$153,546

2018 - 78 pledges for \$174,872 (13.88% increase over 2017)

2019 - 78 pledges for \$199,770 (14.235% increase over 2018)

2020 - 79 pledges for \$209,514 (4.87% increase over 2019)

2021 - 80 pledges for \$235,114 (12.21% increase over 2021)

2022 – 82 pledges for \$244,044 (3.79% increase over 2021)  
(40 increases / 8 new)

2023 – 88 pledges \$257,237\* (5.4 increase over 2022)  
(31 increases / 15 new)

2024 - 65 pledges for \$218,121  
(21 increases / 12 new)

As of November 8, 2023

Expected \$268,121 per Kim's best guess

\*2022 Capital Campaign ended; the 2022 Annual Fund Campaign started the very next day!!

### Pledge Habits:

2024: 49 turned in on pledge Sunday

2023: 50 turned in on pledge Sunday

2022: 42 turned in on pledge Sunday, 19 by mail, 19 online.

2021: 33 turned in on pledge Sunday, 32 by mail, 15 online.

Capital Campaign final: \$818,175

## Formation Comm Report, Nov 2023

- Advent
  - We are preparing a Jesse Tree project for all who desire to make one and take it home (especially well suited for young folks)
  - With a larger Jesse Tree in the nave to connect home and Sunday worship, and bring all into the Jesse Tree experience
- Committee Focus for the next year+
  - The Committee plans to shift from our prior focus on seasonal one-off style offerings (one day or multi-week) aimed primarily at adults, and to instead work on a model that builds outward intentionally from the firm center we already have, theologically and in practice, in the Atrium. This can include care for the spiritual journeys of all ages.
  - Special focus will be given to
    - Youth Ministry. Beginning with one-off offerings that seek to build a group identity among our teens. Hoping to build to a more regular gathering practice. Possibly in partnership with other local churches.
    - Biblical Literacy/Engagement. Could include traditional “Bible Study”, certainly, but also book groups, ideas for adapted ministry-group practices, worship, and more.
- Growing the Committee to work on these goals
  - We are currently inviting new Committee Members based on our specific goals and the gifts called for



OUTREACH COMMITTEE REPORTS  
VESTRY MEETING  
NOVEMBER 28, 2023

**BLOOD DRIVE**—George Schell & Jim Whinn

At the October 18<sup>th</sup> St. Andrew's blood drive, the American Red Cross collected 26 units of whole blood.

There were 10 volunteers, 8 from St. Andrew's and 2 from First Congregational Church, who helped at this drive. The next American Red Cross blood drive at St. Andrew's is scheduled for December 20, 2023.

American Red Cross blood drives at St. Andrew's have been scheduled for February 21, April 17, June 19, and December 18, 2024

**GOT LUNCH**—Judy McPhail

We have two new families bringing the total to ten families totaling 22 children.

We received a \$1,500 donation in August and have used some of that money to provide each classroom teacher (16) at Harold Martin School with a \$30 gift card at Market Basket to pay for the snacks the teachers traditionally provide for hungry students. GOT LUNCH will be providing the same at Maple Street School in the future.

One parishioner paid the outstanding hot lunch bill for five families for the first two months of the school year. The total was \$300. and had been researched and verified by the director of the of food services. These families do not qualify for reduced or free lunch as they earn only a few hundred dollars over the limit.

**FRIENDLY KITCHEN**—Debbie Monroe

All is well with The Friendly Kitchen. We have three new cooks/servers, Randy Galinat, Martha Bottenheim and Jacqui Davis, who are working with Pam and Ed till they feel confident on their own. The number of guests varies from the 50's to the 70's each night. We like to have at least 4 servers plus the cook and dish washer. We can always use more volunteers.

**FAMILY PROMISE**—Chris Miller

The scheduled Family Promise week in September was canceled because there were no families ready to move in. Family Promise Main Office has been in turmoil since their case manager left. There are now two families who should start with us the week of December 3<sup>rd</sup>. A new case manager was due to start 11/13/23. The board, which now includes our parishioner Issac Davis, is looking for a house to buy where the families would not have to move weekly and the churches would come in to help on a rotating basis. This is now the model in Exeter and Nashua. They need to find a house and a down payment.

### **THANKSGIVING DONATIONS**

I asked if anyone was interested in coordinating this ministry and no one seemed to be since Dimitri's is no longer cooking turkeys.

### **SLUSSER CENTER LUNCH**

Randy Galinat has agreed to pick a 2024 date and organize this event.

### **FOOD PANTRY**—Paul Carey

I've nothing new to report. Food pantry donations remain infrequent.

### **LOOSE PLATE**—Kim Wertz

July/August - Old Dogs Go to Helen - \$335.50 sent (delivered by Peter Daley)

September/October - Episcopal Relief and Development designated for the Hawaii fire disaster - \$594.91 collected. This will be sent by December 1<sup>st</sup>. It was held until there was a matching gift available.

1st Sunday Loose Plate always goes 100% to Rector Discretionary Fund. In November, the plate collection was \$759.60 which has already been sent to American Friends of the Episcopal Diocese of Jerusalem.

### **PETER DALEY'S COLLECTIONS**—Peter Daley

Starting in the fall of 2022 St. Andrews church started collecting warm winter coats for children and adults for our homeless population. It was estimated that over 50 coats were collected. Along with coats, the collection of gloves, hats, hand warmers, sweatpants, sweatshirts, socks and belts was added.

In the Spring of 2023 the community was asked to collect personal hygiene products on a weekly basis for the population that is provided for by Family Promise and the Friends Emergency Shelter. Along with personal care items, it was asked to collect diapers for the young population. An average of 3 bags per week containing these items is collected.

### **MAKE YOUR MARK CAMP**—Trish Chandler

This committee is currently inactive.