

Saint Andrew's Vestry Minutes

Present: Chris Miller, Judy White, Jim Whinn (Treasurer), Randy Galinat, Susan Youngs (Clerk), , Fr. Reed Loy, Steve Trafton, Fred Briccetti (Sr. Warden), Liz Cooper

Absent: Clarke Kidder (Jr. Warden), George Schell, Paul Jones

Meeting called to order at: 7:05

Opening Prayer and Reflection: Reed led a reflection discussing any examples we've seen of "Practicing Resurrection" from the Emmaus story.

Consent Agenda: Liz moved and Judy seconded to accept the consent agenda. Unanimously approved.

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

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

Accepting Minutes from Last Meeting: Chris moved and Randy seconded to accept the revised minutes. Unanimously approved.

Old Business:

- Vestry Liaison: review assignments, job descriptions, communication plans. We discussed the draft of Vestry Liaison Tasks and accepted this as a plan.
- Capital Campaign Project timing: Reed gave us a quick update on plans for a committee to plan the renovation of the chancel and the organ installation. We hope to have design work and bid done in 2024.
- Carriage House roof funding: Fred made the following motion: resolved that the Vestry approve an advance use of the first quarter 2024 dispersal of Rachel Johnson Funds to cover cost of replacement of the Carriage House roof. Jim seconded. Unanimously approved.
- St. Andrew's TD Bank update: Fred explained the new processes. The checking account has a smaller balance and will be monitored more regularly. Larger amounts of money

will be put in an account that bears more interest. Checks will not be able to be written from this account.

- Reed and Linden adoption planning: Makayla is actually already adopted. According to Reed's contract, he gets 2 weeks leave for adoption of a child. Reed would prefer not taking time right now, but would hope to take the time in the first third of 2024. Susan moved and Judy seconded that Reed be allowed to do this. Unanimously approved.

New Business:

- Update on Convention Resolutions:
 - Two resolutions are fairly noncontroversial. One deals with bringing the canons up to date with current practice, and also making the content of the various convocations more flexible. The other deals with clearing up the Diocesan budget.
 - Two resolutions are a bit more touchy. There is a resolution to encourage congregations to limit single-use plastic. Another deals with reparations. In calendar year 2024 the Diocese would commission a team to work with congregations to get a plan for reparations for the next Convention. There would be someone hired in a half-time position to coordinate this work.
- Communion practice for fall: Reed proposes to bring back the Common Cup beginning on All Soul's Day. The Worship Committee will be reviewing Diocesan materials on this
- Assistant Treasurer: Jim pointed out that he'll be gone on vacation, and would like an Assistant Treasurer be appointed for the limited time period of his absence. Fred moved and Judy seconded that Liz Cooper be appointed to do this from 4-11 October 2023, with extension if necessary. Unanimously approved.
- Anonymous gift suggestion: We received a \$10,000 anonymous gift, and we discussed what to do with this money. Jim moved Susan seconded that the anonymous gift be added to the Pete and Denise Mitchell fund. Unanimously approved.

Upcoming Special Celebrations/Events/Dates:

- 24 September-1 October: Family Promise
- 8 October: Stewardship month begins
- 18 October: Blood Drive
- 22 October: 5 p.m. Stewardship Leaders dinner meeting
- 29 October: Consecration Sunday
- 31 October: 2024 Budget requests to Treasurer
- 3-4 November: Diocesan Convention
- 5 November: Fall Clean-up

Thank-you Cards: Both Reed and Kim have written already to the anonymous donor, and now that we know where the money is going, Reed will be informing the donor.

Closing Prayer: Reed offered a closing prayer.

Meeting adjourned at: 8:59.

Next Meetings: 24 October, 28 November, 19 December

OUTREACH COMMITTEE REPORTS
SEPTEMBER 2023
VESTRY MEETING 9/26/23

Family PROMISE

Submitted by Chris Miller

Pam volunteered at the County wide yard sale on September 16th with proceeds going to Family Promise. She also attended a baby shower for one of the residents.

The two families who had been in the program for some time have moved on. Mikayla, who is pregnant and due 9/22 stayed at one church until she moved into her apartment 9/15. Since Wesley Methodist housed her for 3 weeks we missed our original date of 9/3 to host and traded for the week of 9/24. For various reasons, no new families have been approved to enter so the week of hosting beginning 9/17 was cancelled and no one is scheduled yet to enter for our week of 9/24. We have notified our shoppers and day leaders that all days are currently subject to change.

FOOD PANTRY

Submitted by Paul Carey

Donations to the Hopkinton Food Pantry remain small. A request for donations is being placed in the E-news.

FRIENDLY KITCHEN

Submitted by Debbie Monroe

Not much to report concerning Friendly Kitchen. My group of faithful volunteers show up every month and do their jobs. They are the greatest!

BLOOD DRIVE

Submitted by Jim Whinn

On August 16th , the American Red Cross collected 23 units of blood, 17 whole blood units and 6 units via the Power Red procedure.

Thank you to the 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 October 18, 2023.

The American Red Cross is experiencing critical short blood supply levels.

LOOSE PLATE OFFERING

Submitted by Kim Wertz

For the vestry designated loose plate 50% donation:

\$333.50 was sent to International Institute of New England which represents May & June loose plate.

\$335.50 is being sent to Old Dogs Go To Helen this week, which represents July & August loose plate.

MAKE YOUR MARK CAMP

GOT LUNCH

No reports were submitted for September

SEPTEMBER 2023 VESTRY OUTREACH REPORT ADDENDUM

GOT LUNCH still has eight families consisting of 16 children. We received a donation from a trust during July of \$1,000 and another \$1500 in August. With this windfall we purchased a \$25 gift card for each family at Gould Hill, a fun outing and keeping it local. There will be gas gift cards at Mr. Mike's in the Oct. bags.

Vestry Liaison Tasks

Draft

St. Andrew's standing committees/ministries

- Buildings and Grounds Committee
- Worship Committee
- Parish Life Committee
- Mission Outreach Ministry Committee
- Finance Committee
- Capital Campaign Projects
- Christian Formation Committee

- Stewardship Committee

Vestry Liaisons

- Each Vestry member will be assigned as Liaison to at least one standing committee.
- Vestry Liaison Responsibilities:
 - Connect with committee chair by email or by phone, at least quarterly
 - Review and aid in modification of committees' description statement, where necessary
 - Be available to aid the committee chair to mediate conflicts or issues that may arise within the committee
 - Channel information between the committee chairs and the Vestry by:
 - sending information from Vestry to committee chairs
 - eliciting from the committee chair a report, at least quarterly, that shares the activity of the committee in the last quarter (this can be through committee minutes, an email, a formal report – sample provided). This will be submitted to the Vestry as part of the usual reports.
- Condensed Task Guide:
 - Review committee description
 - Meet with committee chair in person or by phone
 - Elicit a quarterly report from the committee chair to be shared with the Vestry by the Liaison
 - Attend periodic committee meeting (if time allows or need dictates)

Vestry Liaisons

- Assignments to standing committees/ministries
 - Buildings and Grounds Committee (Clarke & George)
 - Worship Committee (Randy & Liz)
 - Parish Life Committee (Susan)
 - Mission Outreach Ministry Committee (Chris)
 - Finance Committee (Jim)
 - Capital Campaign Projects (George)
 - Christian Formation Committee (Paul & Steve)
 - Stewardship Committee (Judy)

Rubric for reports to Vestry (to help you, not to restrict you):

Q: What has your given Committee focused on recently? (passing on reports/minutes from your Committee chair or ministry leaders is perfect. If needed, please create a report where no written report already exists.)

Q: What have been main recent challenges and successes of the Ministries in your Committee area?

Q: What if anything does the Vestry need to know about your area Ministries in their leadership planning for the coming year?

Q: What if anything do your area Ministries need to know from the Vestry as they plan for the coming year?