

MARCH 11, 2014

VESTRY

We Gathered in the church at 6:00 PM and enjoyed a social half hour with 'noshes' provided by Fr. Mark Collins.

We called to order at 6:30 pm with a prayer.

Present: Fr. Mark Collins, Donna Bradbury, Susan Walker, Wendy Wright, Inez Lambert, Judith Jones, Jeanne Blazina, Warden John Hatheway, Treasurer John Ewing, Clerk Janice Ewing, Fabio Mejia, Lydia Colón, Yvonne O'Neal, Teresa Paolucci, and Bill Ambler.

Absent was Warden Jean Geater. A quorum was present.

Review of agenda

Agenda approved.

Christian Education

This committee has changed its name to *Christian Formation Committee*, it still includes Adult Christian Education, led by Yvonne O'Neal, as well as Sunday School, led by Bill Ambler.

Minutes

The February 2014 minutes were approved as corrected.

Treasurer's Report

The good news is that pledges are coming in on time. This may be attributed in part to the increased use of credit cards. It was noted that while most things were in line the Thrift Shop showed a sharp decline to only \$1200 compared to \$3300 last year.

Oil costs are well above expected, we have spent \$53,000 already this year.

The Diocesan Assessment has not been paid. We will need to apply for deferment on this soon, if we want to use this money to do needed repairs.

There was a detailed analysis of our checking balances over the past three years, explaining why it was so volatile. The Budget and Finance Committee considered this at its meeting and unanimously recommends transferring \$100,000 from our checking account to the General Fund, to be invested appropriately by the Investment Committee.

Thrift Shop Task Force Report: Susan Walker

The gym is refilling with Bags of stuff must once again be emptied. It is unsafe and a fire hazard. There was discussion about the gym and the Thrift Shop and other options for use of the space. The chair proposed a motion to close the Thrift Shop at a date and in a time and manner to be determined by the Thrift Shop Task Force who will meet within the next week to discuss the matter. The motion passed 12-0 with one abstention.

Finance and Budget Report: Jeanne Blazina

The committee has proposed changes in signatories on checks. The persons signing checks should be Officers of the Vestry. As a result there is a change in the people who will sign checks. Generally the priest in charge, or rector will sign checks. Payroll checks will be signed with the stamp signature of the Treasurer. Additional people who are authorized to sign checks are the Wardens and the Clerk of the Vestry.

When necessary to have two signatures any two may sign. Oversight of expenditures has a process in place so the rector reviews invoices before signing checks. The treasurer reviews the overall bookkeeping and checks every month or more often. The wardens also review expenditures. Expenses over \$1000 require approval of the executive committee of the Vestry. Checks over \$5000 require two signatures.

This change of procedure was voted on and passed unanimously by the Vestry. Another change proposed by the Finance Committee is to have the Vestry count the money on Sundays. This will be tried over the next few months to see if it makes sense, further discussion will follow.

The Finance Committee's recommendation to move \$100,000 from the checking account to the General Fund was discussed. Jeanne Blazina made a motion to move the funds. It was seconded by Donna Bradbury, and passed unanimously. The clerk will notify the Warden, Jean Geater to make the arrangements.

Formation Committee Report (previously the Education Committee)

There are three groups

Adult Christian Education (ACE), Sunday School and Young People's Group.

ACE already has a full schedule for spring. Sunday School is in full swing and is requesting supplies.

Building and Grounds Report: Bill Ambler and John Hatheway

The Buildings and Grounds Committee is in the process of obtaining at least three bids on new heating systems to replace the one heating the rectory, including geothermal and gas heating systems.

Roof leaks will be reassessed and repairs should be made soon. Once repairs are completed bids will be obtained for re-plastering and repainting all areas at one time. It is hoped to repaint the main office in August and give the furniture a full overhaul.

Third floor and Gym: The addition of a second egress from the third floor and renovations will allow us to rent out the third floor, this may provide needed extra income. Renovations would include upgrading bathrooms and asbestos abatement, painting etc. Bids are being obtained to do renovations. We expect to be able to rent the space once this is done.

Clean-up days: There will be a series of volunteer work days scheduled to clean up certain areas of the parish that need additional attention. We will hold the first of these on Saturday the 12 of April, will focus on cleaning the church before Palm Sunday. The parish hall, kitchens, basement, cloister hallway and Chapel, church tower room, and St Christopher House Basement will all be targets in the future.

There was no Wardens' Report.

Interim's Report: The Rev. Mark R. Collins

The Rev. Canon Deborah Tammearu, Canon for Transition Ministry, will be preaching at the 10:30 am service on Sunday 16, March. There will be a coffee hour after the service to meet with Canon Tammearu.

The L.O.V.E Task Force has a meeting in the church tomorrow night (March 12), with an impressive agenda.

12 April is the first of Building and Grounds clean ups. We will start inside the sanctuary.

13 April is Palm Sunday

20 April is Easter Sunday

Yvonne O'Neal moved we adjourn, seconded and passed. We closed with a prayer, ending at 8:30 pm.

Submitted by

Janice Ewing
Clerk of the Vestry