**St. John’s Vestry**

**Minutes of the Vestry Meeting - held via Zoom**

**April 13, 2021**

Present: Rev. Rob Stevens, Rev. Anne Williamson, Rev. Nathan Bourne, Chuck Silva, Gerry Simpkins, Kelly Boston, Jeff Croteau, Veronique Doherty, Chris Nettleton, Barry Heckler, Randy Philbrook, Rebecca Hennessy, John Bolduc, and Ellie Sanderson.

Absent: Karen Barsanti, Ally Dudas, Lizzie Bristow

Guest: Michael Campbell

**At 7:00PM, Chuck called the meeting to order**

**1. Approval of Minutes from March 2021 Meeting (Chuck)**

* *Motion to approve was made by Gerry and seconded by Barry.* ***Vote:*** *All in favor.*

**2. Building Update (Barry, Michael)**

* Barry provided information on recent developments related to the Roberts Fellowship Hall building project. He was supported by Michael. The update was very positive, and highlighted the fiscally responsible decision to hire Reggie Baird as the onsite project manager/foreman. The update included the news that the elevator and chairlift are included in the final plan. A budget, including prudent contingency reserves, was reviewed.
* With support of all involved, the construction is scheduled to start on May 1 and expected to take approximately 6-8 months. Contracts are in the works.
* Financials for the project, including recent fundraising efforts, were described in detail by Kelly (see next agenda item).
* *Motion to approve was made by John and seconded by Ellie*. **Vote**: *All in favor*.

*[Mr. Campbell departed following the discussion and vote on the project.]*

**3. Financial Update (Kelly)**

* Kelly provided a three-part financial update to the group, with the first report related to the construction project, the second covering normal monthly financials, and third an update on the annual pledge drive.
  + Project: With a combination of cash in the bank, outstanding receivables from Campaign pledges, recent additional donations, a matching gift, and extensive expense management, the project is deemed financially sound and ready to proceed. Questions were asked and answered related to contingency planning and scope of work. Gerry mentioned that we can expect to lose some portion of our parking accessibility (and related revenue) during the project due to the need for a dumpster and other construction staging.
  + Monthly financials: Revenues were lower than budgeted for the month of February due to reduced parking income (both passes and meters), but this reduction was offset by higher pledge income. Expenses for the month were very close to budget.
  + Pledges: annual campaign looking strong, with nearly all of the $500k budget raised from 226 current pledges. The goal remains to get to 300 pledges.

**4. Regathering Update (Jeff)**

* Jeff shared with the group an update on a recent meeting of the Regathering Task Force. The Task Force has decided to send a letter to the Parish within the next week that will identify plans for an in-person, outdoor service by the early summer. Details remain to be worked out, but the letter will strike a cautiously optimistic tone. Final edits are being made.

**5. Stewardship Update (Rob)**

* As reported by Kelly and summarized by Rob, the annual stewardship campaign has been proceeding nicely, with 226 pledges for a total of $498k. This is in addition to funds raised recently to help finish the necessary capital raise for the Roberts Fellowship Hall project. Overall, a positive update. Rob expects to provide further details to the community soon.

**6. Clergy Update (Nathan, Anne, Rob)**

* Nathan led the Clergy update with news and description of his upcoming departure from St. John’s, as he has been called to be the Rector at St. George’s Episcopal Church in Durham, NH. He will be finishing up at St. John’s in May. The Vestry expressed complete support and gratitude for Nathan’s contributions to the St. John’s community over the last 4 years. Anne and Rob offered additional words of thanks and love.

*[Nathan and Anne departed in order to provide Rob a chance to address the Vestry.]*

* Rob provided the Vestry an update on his plans for staffing at St. John’s, expected timeframe for decisions around additional Clergy, and what the Vestry can expect over the next 12-18 months.

**Closing Prayer: Rob closed the meeting with a prayer.**

**Meeting adjourned – 8:25PM**

**Next meeting is May 11 at 7PM**

Respectfully Submitted,

Jeff Croteau (acting place of Karen Barsanti, Clerk)