St. John’s Vestry

Minutes of the Vestry Meeting via Zoom

March 9, 2021

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

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

**1. Approval of Minutes from February 9, 2021 Meeting (Karen)**

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

**2. Michael Campbell, Consultant on Building Project**

* Michael recapped the process to date including the three approvals from the Historic District Commission, the Fire Marshall, and the Planning Board.
* The current bidding market is challenging because most contractors are very busy and very expensive. We have decided to do our own GC work because Reggie can function as our construction manager and Perry Construction is a licensed contractor. Bridgeside Construction had given us a punch-list that we are using as a baseline for quotes.
* Next Steps: We are waiting for the plumbing numbers to come in and will summarize for a Vestry final vote. Then we will begin the project by filing for permits and starting construction with masonry, framing, roofing, and closing of the project.
* We are optimistic that the elevator can go back into the project, thanks to projected cost savings from self-GC and potential donations from interested parishioners.

**3. Ratification of the 2020 Parochial Report**

* The report was delayed this year and was sent at the end of February. Next year’s process will be to distribute the report earlier in February so that the Vestry can review prior to approval.
* *Motion to approve was made by Gerry and seconded by John.* ***Vote:*** *All in favor*

**4. Financial Update (Kelly & Rob)**

* **Revenue & Expenses through January 2021**
	+ Revenue was quite strong in the first month of 2021. Multiple pledges paid, in full, during January. Plate includes a one-time gift which was budgeted. Our metered parking income, was lower than budget as we are waiting for payment for one of the upper lot passes. Parking lot has several passes planned for but not paid (or committed).
	+ Expenses are aligned nicely with budget; variances are related to timing, lower utility costs, and $1K related to additional audit expenses for audit completed in 2020.
* **Pledge Campaign (as of 02 March 2021)**
	+ 221 pledges / $491K vs. Budget of 300 pledges / $500K
* **Endowment Draws 2021 / COVID-19**
	+ $81,584 (5.5%) is available for withdrawal based on Budget assumptions.
	+ We do not qualify for another round of PPP funding (no QTR where 25% reduction in income).
	+ $40K remaining, in deferred, for a one-time gift in Dec 2020.
* *Motion to approve was made by Gerry and seconded by John.* ***Vote:*** *All in favor*

**5. Stewardship Update (Rob & Chuck)**

* 221 pledges to date.
* Gentle last appeal to outstanding parishioners to “help us get across the finish line”.

**6. Regathering Update (Jeff)**

* The vaccine rollout is encouraging so the task force will reconvene
* An all-inclusive gathering by early summer is possible per data and nicer weather

**7. Clergy Updates (Rob, Anne, and Nathan)**

* Anne has updated info on SAFE church protocol that she will send to us. All Vestry must take SAFE church training.
* Nathan updated us on all the Lent activities including the Sunday evening Saints program and the Outside the Box team’s virtual events on Wednesdays at Noon.
* Rob expressed thanks for prayers for helping his wife get through COVID. She is feeling much better.

**Closing Prayer: Anne shared a beautiful prayer to remind us that God is looking out for us no matter what is going on in our lives: “***Keep watch, dear Lord, with those who work, or watch, or weep this night, and give your angels charge over those who sleep...”*

**Meeting adjourned – 8:15PM**

**Next meeting is April 6 at 7PM**

Respectfully Submitted,

Karen Barsanti

Clerk