

St. John's Vestry
Minutes of the Vestry Meeting
May 5, 2020
Virtual Meeting

Present: Rev. Rob Stevens, Rev. Anne Williamson, Rev. Nathan Bourne, Rebecca Hennessey, John Tabor, Gerry Simpkins, Kelly Boston, Barry Heckler, John Bolduc, Ellie Sanderson, Maggie Skafidas, Chris Nettleton, Ally Dudas, Bob Nalewajk, Jeff Croteau, Randy Philbrick, Liz Barstow, and Karen Barsanti. Absent: Joe Weir, Marian Ellis, and Veronique Doherty.

At 7PM, John called the meeting to order, reviewed agenda, and facilitated a group discussion about the “silver linings” we are finding.

Reports:

1. Minutes of April 7, 2020 Meeting

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

2. Treasurer's Report through March 2020 (Kelly)

Kelly reported the good news that we have received \$79k from the Payroll Protection Plan to help us with 8-10 weeks of payroll funding. YTD revenue and expenses are generally on budget, but April will show the true effects of the pandemic. Executive Summary:

- First three months continued to be off to a good start. As of today, we know this will/has changed given the current Covid-19 situation.
- Our budget assumes \$520K annually in pledges. As of April, we are at \$490K (250 Families) committed pledges.
- Expenses essentially within budgeted expectations with a few exceptions due to timing. We will be watching out expenses closely in the coming months given that pledges/plate may decrease, and parking will definitely decrease.

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

3. Building Team Update (Barry & Gerry)

Barry expressed thanks to Reggie Baird for all he has done to keep our Project on track.

Sanctuary expenses to-date are \$295k, \$57k under the budget of \$352k:

- Roof replacement finished on 5/5 with a contract price of \$162k vs \$167k budget
- Lightning Rod Replacement starts on 5/8 with a contract price of \$13k
- Electrical costs are \$100k to-date
- Sacristy heating zone will be \$15k

Thaxter Phase 1 is underway with budget of \$325k:

- Main Floor/Stage
 - Completed: ceiling and window repair
 - Underway: lighting partially delivered and ceiling fans completely delivered
 - Estimates: Roof leak, floor maintenance, ext trim, and fire protection sensors
- Philbrick Room additional heat via either radiators or fireplace insert
- Kitchen
 - Completed: range vent hood, engineering design completed
 - Underway: floor repair, stainless steel countertops, cabinet rebuild

Fellowship Hall/Elevator Phase II budget is \$527k

- Planning Board, Historic District Commission presentation (remotely) 5/7/20
- 2nd Workshop (if required) 6/3/20
- Upon approval, start Aug-Sep 2020 and end Feb-Mar 2021 (or Oct-Nov and Apr-Jun)
- We will only be able to proceed with construction if we have the funds in the bank

Fees, Permits, Engineering, Legal, Design, and Contingency/Historic District budget is \$382k

4. Junior Warden's Report (Gerry)

Gerry has been working with Reggie and has been stopping by daily. The workers are doing a great job, are very friendly, and have been helpful in answering his questions.

5. Clergy Report (Rob, Anne, and Nathan)

Rob shared that we have been using this time to make improvements to our information systems and Rebecca updated us on how the transition to a cloud-based solution will help with administration. Anne reflected on how Zoom is helping us connect and invited us to reach out with ideas. Nathan shared that we will continue to do Daily Reflections and we are working on having a series of conversations (large zoom meetings with breakout rooms) with our larger community. Rob reflected on how we are evolving in our response, how our community is coming together, and invited our feedback and prayers.

Closing Prayer by Anne

Meeting adjourned - 8:34PM

Respectfully Submitted,

Karen Barsanti
Clerk