



St. John's Vestry
June 4, 2019
Philbrick Room

Present: Rev. Rob Stevens, Rev. Nathan Bourne, Rev. Anne Williamson, John Tabor, Jeff Croteau, Kelly Boston, Ally Dudas, Bob Nalewajk, Maggie Skafidas, Barry Heckler, Joe Weir, Marian Ellis

Special Guests: Chris Sieve, Leslie Pendleton
Excused: Lizzie Bristow, Gerry Simpkins, John Bolduc, Ellie Sanderson

Motion to Approve May Minutes: Maggie; 2nd Barry

Treasurer's Report: Kelly

Executive Summary:

Income slightly higher than budget expectations due to higher pledge/plate offerings for MTD. A review is underway to understand the current pledges vs. plate offerings.

Our budget assumes \$540K in pledge, we do, currently, have a gap.

Expenses essentially within budgeted expectations with a few exceptions due to timing plus the continued higher maintenance costs this year associated with the boiler repairs.

Audit Update:

2018 we will have a review audit (similar to 2016). The files have been sent and Sylvia will be working with Michelle in the June timeframe.

Some sorting still needs to be done between plate & pledge - still working on that, administratively

Action item: Check with Michelle about triggering a message on pledge reminders for those who have given but not pledged, asking if they'd like to formalize their giving - Rob

Endowment Draws 2019

- Planned \$64,074. Won't use until cash flow is needed.

Motion to Accept Treasurer's Report: Jeff; 2nd - Bob



Capital Campaign

End of Capital Campaign Service Report - Leslie

- Presentation of report & accompanying documents (“What’s Next” document received; also MS Word doc to pick and choose from for next drives and future - suggestions for other ways of approaching/calendar)
 - Recommends attaching a spreadsheet of givers, brochure, pledge card to documents given tonight

Other thoughts?

- Nathan suggested that this Sunday (Pentecost) a good time to do an announcement about where we stand as we head into summer - marking next phase of project
 - Communicate progress
 - Announcements
 - Coffee Hour mtg (in between services: 9-9:30)
 - Keep everyone in the know
- Action Item: E-news notification - Nathan
- Week after kickoff - another mtg

Optima Bank Negotiation Update - John

- Going to do \$90,000 annual
- Countered with
 - Handle communication with UPP
 - New rent start in July, rather than May
 - Extend expiration to 2022 instead of 2020
- Proposed reply:
 - Yes to UPP
 - Yes to July
 - No to extending terms

LCHIP Update - Barry

- Committee hard at work (meeting weekly)
- Documentation and application very close to completion
 - June 18 deadline (self-imposed)
 - Plan to file June 20 (due noon June 28)
- Unanimous vote from City Council on 6/3
- Chamber of Commerce helped with a mailing to thousands



Clergy Report

Nathan:

Mission Trip

- Thanks to our incredibly generous community, we raised \$10,000 in donations to empower work that the youth will do!
- 13 youth (rising 7th graders to rising 10th graders) & 3 leaders
 - Learning
 - Solidarity
 - Service
 - Advocacy

Rob:

- Summer Sundays in the park not happening this year for various reasons
- Job Search Underway for ½ time Parish Admin
 - Going to fill that position first before Development, etc.
 - Gratitude to Jocelyn Philbrick for administering the hiring process
- Staff going on retreat for the day (6/5) to look at the calendar and plan for new year
- Jennifer McPherson will be giving an organ concert on 6/9 at 3:00pm - please attend if you are able

Next Meeting (unless a summer meeting is necessary for LCHIP or Cap Campaign project) - **September 10**

Closing Prayer - 8:42pm