

In Attendance: Jim Wheeler, Chris Mehan, Sandra Clarke, Bill Schwartz, Olive Grant, Beth Ford, Terrence Green, Roger Bullard, Kathi Bacchi, Danielle Sullivan  
Sharon Guinta (via telephone)

### Opening Prayers

### Formation

- Vestry shared a moment that they felt close to Christ during Holy Week

### Information

#### Minutes of March 6, 2018 Vestry Meeting

- received via email; handout provided at meeting
- add: agreed to June 22 BBQ at Inspirica
- motion to approve as amended
  - seconded; all in favor, no opposition

#### Discussion re Meeting with leaders of Iglesia Betania on March 18th

- June 10th- meeting with Tim Hodapp as facilitator of a discussion
- meeting with Vestry of St. John's and Betania
- Betania hopes for a permanent place, moved around a lot;
  - wantstheir own services, not combined
  - willing to try and plan a gathering to get to know each other
- discussions re potential financial integration, potential for merge in the future

#### Operations Report by Sharon Guinta

- sent via email; handout provided at meeting
- Astacio: approx. \$8,5000 has been spent so far this year for minor repairs, constant upfront charges
  - discussion re whether it's worth it to purchase new pipes rather than constantly replacing portions of it
  - accepting bids on work that would avoid emergencies/minor repairs
    - approx. 3 bids, 1 from Astacio
  - determination of what needs to be done; ask for recommendations
  - come up with 3 points: what would they do? how would they do it? costs?
  - timeline: good time to do in summer
- Bell Tower:
  - number of setbacks encountered; Ron has guaranteed to keep it under \$2,000, within his 5% discretionary power
- Alarm Wiring
  - 2/3 done with wiring of alarms; planned for TEC to come out on Thursday but sanctuary was not available on Thursday, will probably come out next week to finalize

- next project-sockets in chandelier
- Claudio/snow removal
  - Claudio took it upon himself to hire people from State Street to shovel on Monday April 2
  - no approval received
  - concerns re hiring, ramifications re insurance, legal ramifications
  - Fr. Jim thought Claudio had regular people that worked for him; didn't realize he was getting day laborers
  - Kathi Bacchi stated that Building One Community has available legal workers for such tasks if needed in future
  - typically Dante would do tasks but his father had passed away on Sunday; Claudio didn't realize office was closed on Monday

#### Update on Finance Committee by Chris Mehan

- met April 2<sup>nd</sup>; Chris, Aldrich, Melody and Jane in attendance
- issue re what Building Committee does, who makes up committee
- Property committee's formal process has disseminated; members haven't met in some time
- Aldrich to draft guidance on how property committee will handle budgets of other committees
  - will then work with Sharon and others re property committee
  - then have a discussion with Father Jim and Terrence re roles of the committee
  - then will recruit and assign people roles to follow up on agenda items

#### Update on Vestry Retreat

- August 25th available at St. Birgitta; Sandy has procured a consultant re positive inquiry
- Fr. Jim proposed Friday night dinner at St Birgitta, return in morning for discussion re method of positive inquiry
- Vestry will interview parishioners prior to retreat
  - will discuss working on priorities and desires for the future
- April 7<sup>th</sup> ECC event:
  - Terrence Chris and Aldrich attending
  - parish will cover costs

#### Holy Week Review by Father Jim

- wonderful holy week reported
- Discussion re Good Friday procession; Maundy Thursday Sedar

#### Treasurer Update by Chris Mehan

- handout: Profit and Loss Budget v. Actual
  - only through February
- income: prepays at beginning of year, withheld from December for pledges kicking in; \$25,000 from early payments came in
- overall on balance, some line items slightly over

- problem areas: facilities, Hemsley House
  - facilities: overage on computer services
    - discussion re whether we have a contract for the services? new work being done? commitment over one year?
    - Chris to look into this
- discussion re work that hasn't been done associated with sinking parking lot; lift;
  - lots of potential capital to be spent in the next years
- \$690,000 in cash accounts:
  - residual money for St. John's Rising Account for potential construction issues
  - discussion re ear marking of reserve; approx. \$350,000 for the sinking parking lot
- question re pledge income
  - allocated 1/12 per month

#### Report on Listening Post at UCONN by Olive Grant

- Listening Post has currently been cancelled
  - need for proper discussion with a staff member at UCONN before continuing
  - UCONN student liaison Anthony to connect Fr. Sandy with his boss

#### Discussion

##### Revised Contract and Procurement Policy

- handout: revised policy and email discussion
- Chris stated: "On-going" was supposed to be "Emergency" in cost maintenance section
- discussion re ability of Sandie to email property committee/executive committee; ensuring that occurs in an appropriate manner
- Kathi stated she understands structure, concern re amounts, delegation of authority from Vestry
- Father Jim stated this does not delegate outside of Vestry
  - policy is saying how a property manager is to approve a certain percentage of the contract price for amounts that arise during project
- Kathi stated she agrees with percentage but has issues with ongoing repairs and other projects where the Vestry is not involved in the decision; cited to fiscal responsibility of Vestry to manage church funds
- proposal to go back to \$1,000
  - agreement to set amount to \$1,000
- discussion re desire for property committee to meet with Vestry quarterly re budget and potential spending
  - priority to determine building committee head; Terrence and Sharon to find a proper person who would take responsibility
  - Terrence to follow up with John Svagr re role going forward in Property Committee
- Kathi to provide proposed edits on policy to Vestry

### Meeting Updating the Parish on Our Finances by Terrence Green

- proposed by Terrence; potential date of last Sunday in April
- discussion re how it is good idea to give congregation a quarterly update re finances in first quarter, where money is being spent
- meeting is to provide a general update: where the money is going, where are we going
  - to be held at coffee hour: 10-15 minutes long, 2-3 PowerPoint slides (operational and non-operational)
  - to be called “A Quarterly Update on Operations”
  - Terrence to invite Jane Holt

### Volunteer Recognition and Thank You by Terrence Green

- discussed need to thank volunteers of the parish; wants to do something beyond just sending a card; possibly a BBQ
  - date/vision: Friday June 15th, appetizers and cocktails, 7PM
- Vestry thank you in late summer
  - members and significant others
  - possibly Sat. 9/8

### Being more Responsive as a Parish when Active Members are Missing

- put off until next meeting so Sharon and Fr. Key can contribute

## Decisions

### Canterbury Green

- discussion re valuation amount vs. assessment
- Fr. Jim stated Canterbury Green’s attorney wants a letter from us saying we are comfortable with staying at same rate
  - wants a lawyer to draft letter to make sure that we do not waive our rights for next reevaluation; asked Peter Stroili for insight
- Chris stated his concern of not knowing the valuation from 2007 to now
- follow up: find the Canterbury Green file from last reevaluation to look up data
- Roger to follow up with his contact regarding property appraisals

### Other Parish Business and Concerns

- Sharon had requested a discussion re how we approach people who are sick or home bound
- discussed next month’s Vestry meeting with Bishop Douglas
  - dinner: order sandwiches
  - start at 6:30PM; discussion with Bishop re TED talk and Vestry member walk

## Closing Prayers