

In attendance: Father Jim, Father Sandy, Roger Bullard, Sandra Clarke, Anne Mavor, Beth Ford, Melody Wagstaff, Bill Schwartz, Kathi Bacchi, Danielle Sullivan, Chris Mehan, Olive Grant

### Opening Prayers

### Dinner and Discussion with Bishop Ian Douglas

### Parochial Report

- no questions, concerns
- motion to approve parochial report; moved, seconded, all in favor, no opposition

### Information

#### Minutes of April 3, 2018 Vestry Meeting

- received by email
- corrections to names: Tim Hoddap and John Svagr
- motion to approve minutes as corrected
  - moved, seconded, all in favor

#### Operations Report

- provided via email by Sharon Guinta
- Master Roofers
  - main work paid for is done; work on bell tower completed;
  - big rain about a week ago inundated the valley of the roof, rained so hard valley filled up with water; water then came in behind shingles; reoccurring leaks in same spot when it really pours; causes a lot of damage, comes around door frame and hallway that enters into the Eagles Loft; ruining the plaster, damaging the structure
  - leak in Ambulatory (enclosed walkway between building and sanctuary)
- Camsan
  - finished work on fire alarms and smoke beam
  - payment when Lester makes final checks
  - next phase is Chandelier wiring; already approved
- Trumbull Restoration
  - decided to take a second attempt to try and get money back
- Discussion re need to determine priority of a number of repairs
  - Ron has pointed out that stone on building needs to be done; plumbing
  - before authorizing money, we need to find out priorities
- Money for upper valley repairs (\$4,100) should be capital expense
  - if we approved that now, they have their equipment still up, reduces cost
  - Motion: approve repair of the upper valley, \$4,100 for Master Roofers
    - moved, seconded; no discussion

### Update on Finance Committee

- discussion re preliminary sub-committee to Finance Committee
  - currently led by Aldrich, Melody and Chris
  - need for someone to chair committee
    - potential chairs: Franklin, Bert, Jean
- question if any by-laws were written re sub-committees by the finance committee,
  - Father Jim to circulate goal/objective from pathways
- Goals of subcommittee:
  - form committee; develop a timeframe for how and when committee should meet; appoint a chairman of committee; list different elements that need to be addressed
- discussion re Vestry's role and responsibilities re church finances and how that relates to the duties of the Finance Committee

### Treasurer Update

- updated spreadsheet sent via email
- Quarterly Update meeting with Church that was to be scheduled in April did not happen
- issues re Hemsely House (piping, everything is falling apart)
  - need for discussion with Ron Bacchi
  - issues with budget
- Increased expenses when Dante was out and Claudio was hired
- Supplies back in line
- Computer cost issue
  - need to talk to Sandie about it; service agreement possibly not included in budget
- music budget a bit high, possibly because Easter was early this year

### Discussion

#### Request from Ron Bacchi to fix a valley on the roof due to a recently discovered leak that only occurs during a very heavy rainstorm. Proposed repair of \$4,100 for the upper valley

- approved in Information (see above)

#### Replacement of Sexton's tools damaged in flooding this winter when the pipes burst

- replacement cost of \$2,094.85 – documentation provided from Sandie
- discussion re need for an itemized list for insurance company
  - Father Jim says he has it; Sandie had got it on Thurs. from insurance company
- Vestry expressed need to see list of tools
- Discussed issue re use of tools as residence/personal tools vs. St. John's tools
- Discussion re need for better storage
  - tools were not located in an irresponsible place at time of damage
- Discussion re renters insurance
  - to ask Dante to obtain renters insurance

- Father Jim to send out list of tools via email and to ask for Vestry approval via email
- Father Jim to suggest tools to be stored in utilities room

## Decision

### Approval of revised Contracting and Procurement Policy

- tabled for next meeting

### Follow up to Vestry discussion in April

- Peter Stroili advises that we approve Advisra proposal for Ground Lease Renewal Preliminary Analysis which will give the parish a baseline in 2027 to determine a new 10-year ground rent agreement
- in essence, gives us a placeholder, not a full appraisal
- 10 years from now hopefully value of building will go up in value
- Motion to approve Advisra bid for \$2,500
  - moved, seconded; all in favor

### Other Parish Business and Concerns

- discussion with Sharon re approach to sick/absent parishioners
- next meeting at Father Jim's house
- Kathi stated she and Anne received the AD
  - discussed having a mini training/orientation on machine
- Fr. Sandy raised issue re need for land line phone(s) in Church for Usher's use in case of emergencies
  - cell phone calls to 911 cannot always locate the caller's exact location; a land line would eliminate that problem

## Closing Prayers