

St. John's Episcopal Church
Vestry Meeting

Tuesday, January 9, 2018

Minutes

In attendance: Father Jim Wheeler, Danielle Sullivan, Sandra Clark, Bill Schwartz, Roger Bullard, Sharon Guinta, Kathi Bacchi, Chris Mehan, Olive Grant, Anne Mavor, Aldrich Wright, Melody Wagstaff

Opening Prayer by Roger Bullard

Formation:

- review the accomplishments, joys and frustrations of the Vestry over the past year
 - listed on easel (Father Jim has notes)

Information:

Minutes of December 12, 2017:

- received by email
- clarify Vestry terms for Anne, Kathi and Danielle
 - approved as amended

Minutes of January 6th:

- received by email
- add name of the roofing company (Master Roofers)
 - approved as amended
- Chris to follow up with any changes

Operations Report by Sharon Guinta

- Master Roofers
 - Ron Bacchi met with principle for the company re bell tower molding and repairs
 - first job: \$11,500 -molding and wood repairs
 - second job: \$19k to fix leak
 - not to issue any checks until Ron meets with company today
 - discussion re desire to have the same roofer fix the whole roof so it's all under one company, one contract, as opposed to having different companies with different work;
- Trumbull Restorations
 - \$7,500 deposit has not been returned;
 - small claims court - can recover up to \$5K; if company doesn't pay, then they can attach the bank account
 - Sharon emailed him last night as a last ditch effort; received negative response
- wiring, fire and heat alarms, and smoke detectors
 - Camsan electrical contractors quote: almost \$9k for wiring

- no fire protection in sanctuary
- Alarm - Tec Control Systems
 - taking over alarm system from Beacon, \$8,400 to replace cameras bc they are not compatible
- Thompson Allen: company for organ repairs
- Fr. Jim suggested putting together a spread sheet of what the costs are, what's been done, what's to be done, what is to be paid
- discussion re priorities of jobs

Nominating Committee by Kathi, Anne and Danielle

- 2 for Foundation, 1 assistant treasurer, 1 delegate to convention
- Foundation- 3 year terms; Melody nominated and interested
- delegate for convention- 3 year term
- deadline by Tuesday January 16th
- assistant treasurer to be Jane

Discussion

Annual Meeting and Presentation on Pathways:

- Terrence to send update on email

Contract and Procurement Policy by Chris Mehan

- contract and procurement policy with proposed changes sent via email
- clarifies role and responsibilities of project manager and administration
- discussion re proposed minimum scope of \$2K
- discussion re need for recap on jobs that are completed
- discussion re role of building committee; need for individuals with expertise
- Vestry to review policy and provide feedback to Chris and revisit in February

Proposal to Repair Flashing and Other Problems Around Bell Tower by Sharon Guinta

- 2 quotes provided via email to Vestry
- \$30,500; fund of 5% of cost to use for repairs at Ron's discretion -- \$32K for repair flashing and other problems around bell tower
 - all in favor; no opposition
- Sharon to alert Ron
- money coming from Capital Maintenance

Purchase of Defibrillator by Kathi Bacchi

- approximate cost \$1,200-1,500
 - Kathi reviewed price ranges
- discussion re placement of devise
 - central hallway
- discussion re usher training
- discussion re where money would come out of
 - useful life of approx. 5 years;
 - building health and safety

- flexibility of Dalton fund money (building repairs)
- Motion to purchase the defibrillator for approximately \$1,250
 - seconded; 1 opposed; motion passes with majority
- Vestry was comfortable w/ the treasurer looking at Dalton funds flexibility to allocate funds

Canterbury Green Reevaluation and 10 Year Ground Rent Agreement by Father Jim

- every 10 years ground rent needs to be set; ground rent can never sink per terms of agreement
- has value of Canterbury Green gone up from 2007 to 2017?
 - in 2007 RFR, went through arbitration for approval
 - decided finance committee would look into issue as discussed at meeting on January 6th meeting
- Chris to propose meeting with finance committee and to invite Peter Stroili

Request from Iglesia Betania to consider merging with St. John's in 2018 by Father Jim

- request from Fr. Eddy; would like to merge with St. John's
- discussion re Betania's 30 year history
 - bc they have been in numerous locations, they are worried about when Fr. Jim leaves
 - seeking a sense of stability and a long term presence, they don't feel like they need to be a separate congregation; representation on Vestry
- need to discuss funding with Diocese, how it would work going forward
- discussion re looking into a way the Vestry can commit to Betania going forward with new rector without a merge
- Father Jim proposed the creation of a committee with St. John's and Betania and a diocese representative
 - rector from Cathedral who had the experience of a merge
- to invite Fr. Eddy to February Vestry meeting to discuss further
- Vestry still considering what options are on the table and what the consequences are for each possibility before making decision

Sign-up for snacks for 2018:

- sign-up sheet passed around

Added Agenda Item -- Adding to Outreach funding after discussion with Sheelagh

- Melody discussed spending of Haiti outreach
 - less coming out from travel
 - high percentage of money goes directly to Haiti
- discussion re where money would be taken from to add to outreach
- need for parish vote if we want to take amount from loan repayment
- Recommendation to Annual Meeting-
 - request for \$5K to be taken from non-operating budget to be placed in operating budget of ground rent for 2018
 - seconded; all in favor; no opposition

Decision

Approve 2018 Budget:

- discussed at Special Vestry Meeting on 1/6/18; added a few pieces to budget
- incorporate changes made today
- Motion to approve 2018 budget and present to parish
 - seconded; all in favor

Voter List for Annual Meeting:

- Father Jim to send around via email for tentative approval
- Motion to delegate authority to Fr. Jim to adjust the voter list for 2018, vestry to review by email and provide feedback
 - seconded; all in favor, no opposition

Parsonage Resolution:

- every year we approve an allocation/carve out from Fr. Jim's compensation to be designated as a parsonage allowance
 - language provided via email
- \$5k to be designated a parsonage allowance
- Motion to approve language
 - seconded; all in favor; no opposition

Possible Revision of Bylaws to include an Assistant Treasurer as an Officer of the Parish

- not necessary

Other Parish Business and Concerns

- N/A

Closing Prayers