



The vestry was called to order at 7:15 pm, once a quorum (2/3) was present.

Attendance

Nicholas Morris-Kliment (Rector)	X	Duncan Allen (Treasurer)	X	Jeff Murphy (Warden)	X	Stan Hitron (Warden)	
David Carnahan (Clerk)		Ingrid Melvin	X	Janet Haines	X	Annie Russell	X
Phil Trussell	X	Bob Keener	X	Stefano Migliuolo		Phil Bergen	X
Michael Niden	X	Patty Smith	X	Tim Lysaght		Denise DeGroff	X
Linnea Wren							

Worship/Christian Learning Chair: Nick

Formation

The meeting started with a pot luck dinner shared by the participants.

Information & Discussion

Rector's Report (see Appendix A.)

Church Alcohol Policy. The Vestry reviewed the policy prepared by Nick, which he indicated was not that different from policies around the country in Episcopal Dioceses.

The topics discussed included:

The purpose of the policy, which is to address liability issues, and to make CCN a comfortable place for all. Specifically, it was decided that:

- A designated adult would be a tip certified bartender.
 - Alcohol would only be served at events by a tip certified bartender with liability insurance.
 - No children would be allowed to attend events with alcohol and no events for children could serve alcohol.
 - Any event planning to serve alcohol needs to be approved by the Rector and Wardens decided on a case by case basis.
- Once the policy has been adopted, we will have to notify our tenants.

61 & 65 Rosemary. Jeff updated us on work with the town building department and the bank on our adjacent property. They are in the fact finding stage. They are also looking at how to account for the land in our classification of assets.

Organ. Nick will have a proposal next month regarding the organ.

Church school. We have hired a childcare person, but no one has been hired to replace the Assistant Rector's responsibilities with regard to the church school. Virginia Carnahan, Mike Niden and Nick will have Church School up and running.

Sabbatical. As of September 1st Nick will have been here 5 years and is entitled to a 3 month sabbatical. He is planning on doing it next summer.

Election Committee. will need to get started in the fall and include people going off Vestry.

Tenants. Expressions signed on to stay here for another year.



Treasurer's Report (See Appendix B.)

Income for the year is running at 96% of expected, thanks to some large gifts that have offset weakness elsewhere, specifically in pledged income, which is down by ~\$20k. Some tail-off in the summer is expected. Total revenues for the year are expected to be near \$595k. Annual expenses are running 107% of expected, and the year looks to close with a total expenditure of ~ \$617k, creating a deficit of \$22k.

Action

It was moved and seconded, and accepted that we accept a bequest from Gladys Singleton in the amount of \$10,000. A discussion about where to put it will happen later.

Other

Parking Lot/Other Business

Inventory- 1/19 Vestry to fund and charge a group to conduct inventory for insurance purposes

Calendar

Sunday, September 8: Celebration Sunday/Beginning of the Program Year

Sunday, September 15: Honoring our Confirmands at 10am

Tuesday, September 17: Vestry, 7.15pm

Sunday, September 29: Amy McCreath, Dean of St Paul's Cathedral, preaching

Sunday, October 27: Bishop Gates' Birthday Visit,

Meeting closed at 9:10pm

Appendix A Rector's Report

Organ: The Organ Committee, consisting of parishioners Myra Anderson, Ed Brailey and Dorothy Rifai, as well as Charles Raines, Pam Goody and me, is planning to bring a recommendation to the Vestry in September to address the deteriorating state of the organ in the main Church. After traveling to Toronto, Lincoln RI, and Taunton MA to audition the work of two of the premier builders of VPO (virtual pipe organs) Phoenix Organs (based in Toronto) and Meta Organ Works (based near Albany), the team has given the nod to Meta Organ Works. A VPO uses the exacting digital recording of every single one of the actual individual pipes from some of the world's greatest organs. The organist, playing the keys on one of the two manuals in a beautifully custom crafted, wooden console, produces the highest fidelity sound conveyed through a state-of-the-art custom configured 16 channel speaker system. Our speakers would be set in the cabinets where our current pipes are, behind a screen of painted pipes (perhaps) that would make it practically impossible to determine that an actual organ pipe is not producing the sound.

The proprietor of Meta Organ Works, Dan Lamieux, a craftsman with decades of experience building actual pipe organs, is eager to bring the sound of the greatest organs within the reach of churches with limited financial means.

<https://www.metaorganworks.com/about-us>. Dan has given us a verbal quote of \$90,000 for a soup to nuts organ with a two-year warranty. This is compared to the \$750,000 to \$1.25 million cost to rebuild or replace our current instrument with an actual pipe organ. There is much more important information than can be conveyed here to



make a convincing case for this course of action. The proposal from the Organ Committee will be much more detailed.

Staffing: Some good news in the hiring front. I've hired a woman named Alicia Grey to be our Sunday morning Child Care Provider. We've had trouble over the last couple of years with the reliability of our child care providers on Sunday morning. This young woman comes to us through the Indeed job listing service. She just got her MA in Counseling and Applied Psychology from Northeastern University. She currently works full-time at Justice Resources Institute (HQ in Needham) as an in-home therapist, working with children with severe emotional, behavioral and learning challenges. Her references were excellent, particularly around reliability, attention to detail, and connecting with kids.

We have not, however, yet been able to land someone to help us with programming for Children Youth and Families with kids still at home, lay or ordained. We are not able to continue to offer a full-time work, which considerably diminishes the attractiveness of our parish. I'm in conversation with a potential hire who is looking for full-time church work but would be available to work with us 10 hours a week in addition to her secular work, if she is not able to land full time church work. She is in the ordination process and expects to be ordained to the Diaconate next June. I'm in conversation with Martha Gardner, the Missioner for Networking and Formation at the Diocese about how other parishes have managed the transition from 2 full-time clergy to something less. The churches in Sudbury and Weston have carefully constructed a full-time position shared 50/50 between their two churches, and while interest has not been overwhelming (likely due to the fact that they began advertising the position in June), they have been encouraged by what they have seen. I've initiated some conversation with nearby parishes and am waiting for conversation to continue.

In the meantime, I've worked with Virginia Carnahan and Mike Niden to have in place a structure for the beginning of the program year for the Church School and Youth Group respectively. All of our faithful teachers are returning.

Sabbatical On a different note, part of my letter of agreement, in accord with Diocesan guidelines and observed by both of my predecessors, is three months of sabbatical time after 5 years of full-time service in the parish. It is hard to believe that our five-year anniversary is this September 1. My hope is to spend next summer—June, July, and August—on sabbatical, with a balance of continuing education, travel to the Holy Land, retreat time, family time, and musical endeavor, all with the goal of spiritual and physical rejuvenation and refreshment. I like to imagine that a pastor is graced with a sabbatical to be really be there for people who don't get them. As part of the Diocesan sabbatical program (to which I will be applying for money), the priest is asked to invite a few members of the parish to help him plan —provisions for clergy coverage during the sabbatical, transitions into and out of the sabbatical time, the content of the sabbatical itself, and for communicating these plans to the parish. I am in the process of bringing that group together. In accordance with Diocesan guidelines, the parish has been setting aside money each year for the compensation of the clergy person(s) who will be serving the parish during my time away. This is just a heads up that this process is underway.

Election Committee: A reminder that we informally agreed after the Annual Meeting that the outgoing class of Vestry Members would serve as an informal Election Committee. The Vestry class rotating off after the Annual Meeting in 2020 is comprised of Phil Bergen (filling an unfinished term) Tim Lysaght, Stefano Migliuolo, Phil Trussell, and Linnea Wren. The by-laws state that the committee shall consist of at least 5 members of the Parish. Stan Hitron will rotate off as a Warden.



Newcomer/Fellowship: I have met with Kim Lysaght and Virginia Carnahan as co-chairs of the Newcomer/Fellowship Committee to lay the groundwork for some events through the first half of the year. Some events on the calendar include: A Bouncy House for Celebration/Bless the Backpacks Sunday on September 8; a Birthday Brunch after the Bishop's Visit on October 27 (co-chairs needed); Trivia night on November 2; Tree Lighting/Carol Singing and Cocoa Drinking on December 1; Christmas Party on December 14. A liturgical Welcome in worship will also occur at some point in the Fall.

Stewardship: Stefano Migliuolo and Ellen Volpe have generously agreed to serve as this year's Annual Appeal Chairs. The timing of the appeal has not yet been set.

Birthday: Thoughts on this for a working slogan?

Loving God and neighbor as Jesus teaches for 125 years and counting...

Other: The Very Rev. Amy McCreath, Dean of our Cathedral, is preaching here on September 29. I'm looking forward to nurturing the connection between the ministries of our two communities. Bishop Alan Gates is preaching and presiding at our Birthday Eucharist on October 27.

These are times when we rely on deepening the hope, creativity, and courage given to us by the Spirit through prayer, conversation and study.



Appendix B. Treasurer's Report

Christ Episcopal Church July 2019 Financial Summary	2019 Budget	2019 Year to Date Actual	2019 Year to Date Budgeted	Fraction of 2019 YTD Budget	Projection for EOY	Projection Budget
Revenue:						
Offerings						
Pledge Income and Regular Support	\$ 402,400	\$ 184,808	\$ 215,285	85.8%	\$ 382,280	\$ (20,120)
Loose Plate	\$ 6,795	\$ 2,740	\$ 3,685	74.4%	\$ 6,000	\$ (795)
Christmas & Easter Offerings	\$ 4,661	\$ 4,909	\$ 1,792	273.9%	\$ 6,300	\$ 1,639
Donations/Gifts	\$ 11,024	\$ 29,271	\$ 2,028	1443.3%	\$ 48,000	\$ 36,976
Section Leaders Donations	\$ 20,000	\$ 7,135	\$ 11,667	61.2%	\$ 20,000	\$ -
Fund Raising Events	\$ 5,500	\$ -	\$ 2,200	0.0%	\$ 3,300	\$ (2,200)
Investment Income						
Facility Rental Income (<i>status quo</i>)	\$ 85,080	\$ 55,033	\$ 49,050	112.2%	\$ 85,080	\$ -
Endowment Income	\$ 55,000	\$ 17,500	\$ 27,500	63.6%	\$ 44,000	\$ (11,000)
Total Operating Revenue	\$ 590,460	\$ 301,396	\$ 313,207	96.2%	\$ 594,960	\$ 4,500
Expense:						
Operations & Education						
Child Care	\$ 2,250	\$ 1,071	\$ 1,320	81.1%	\$ 2,000	\$ (250)
Family Ministries	\$ 1,800	\$ 194	\$ 852	22.8%	\$ 1,800	\$ -
Adult Education	\$ 150	\$ 111	\$ 130	85.4%	\$ 150	\$ -
Holy Grounds	\$ 800	\$ 250	\$ 465	53.8%	\$ 800	\$ -
Music	\$ 6,200	\$ 5,759	\$ 3,571	161.3%	\$ 9,500	\$ 3,300
Section Leaders	\$ 20,000	\$ 10,200	\$ 11,667	87.4%	\$ 20,000	\$ -
Office Supplies & Expense	\$ 6,200	\$ 3,272	\$ 4,004	81.7%	\$ 6,200	\$ -
Vestry	\$ 775	\$ 750	\$ 775	96.8%	\$ 750	\$ (25)
Postage	\$ 1,800	\$ 1,028	\$ 1,049	98.0%	\$ 1,800	\$ -
Stewardship & Planned Giving	\$ 250	\$ -	\$ -	#DIV/0!	\$ 250	\$ -
Telephone	\$ 2,500	\$ 1,399	\$ 1,456	96.1%	\$ 2,500	\$ -
Travel	\$ 4,200	\$ 2,475	\$ 2,450	101.0%	\$ 3,000	\$ (1,200)
Treasurer	\$ 18,450	\$ 9,663	\$ 11,018	87.7%	\$ 18,450	\$ -
Worship	\$ 3,250	\$ 1,284	\$ 1,938	66.3%	\$ 3,250	\$ -
Altar Guild	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -
Flowers	\$ -	\$ 429	\$ -	#DIV/0!	\$ -	\$ -
Sundry - Clergy	\$ 500	\$ 156	\$ 250	62.4%	\$ 500	\$ -
Technology	\$ 3,000	\$ 638	\$ 1,662	38.4%	\$ 2,750	\$ (250)
Communications	\$ 1,000	\$ 1,842	\$ 550	334.9%	\$ 2,250	\$ 1,250
Fellowship	\$ 1,800	\$ 1,135	\$ 931	121.9%	\$ 2,200	\$ 400
Outreach*						
Community Concerns	\$ 5,250	\$ 2,525	\$ -	#DIV/0!	\$ 5,250	\$ -
Parish Partnership	\$ 2,907	\$ 2,520	\$ 1,938	130.0%	\$ 2,907	\$ -
Payroll/ Taxes/ Insurance/ Pension						
Payroll Expense	\$ 260,808	\$ 145,204	\$ 154,146	94.2%	\$ 227,140	\$ (33,668)
Taxes - Payroll	\$ 7,967	\$ 4,631	\$ 5,710	81.1%	\$ 7,967	\$ -
Insurance - Health	\$ 26,999	\$ 13,271	\$ 15,749	84.3%	\$ 20,117	\$ (6,882)
Church Pension Premiums	\$ 35,881	\$ 23,830	\$ 20,930	113.9%	\$ 29,777	\$ (6,104)
Continuing Education (Clergy)	\$ 2,500	\$ 450	\$ 1,456	30.9%	\$ 1,500	\$ (1,000)
Property Improvements & Maintenance						
Building Repairs	\$ 17,400	\$ 36,772	\$ 9,776	376.1%	\$ 60,000	\$ 42,600
Building Maintenance	\$ 20,750	\$ 13,051	\$ 11,765	110.9%	\$ 20,750	\$ -
Grounds	\$ 13,325	\$ 9,495	\$ 8,630	110.0%	\$ 13,325	\$ -
Building Supplies	\$ 4,100	\$ 2,016	\$ 2,310	87.3%	\$ 4,100	\$ -
Cleaning Service	\$ 20,000	\$ 11,368	\$ 11,665	97.5%	\$ 20,000	\$ -
Electricity	\$ 4,100	\$ 4,096	\$ 2,095	195.5%	\$ 6,000	\$ 1,900
Heat (fuel - oil & gas)	\$ 12,500	\$ 11,212	\$ 7,880	142.3%	\$ 15,000	\$ 2,500
Insurance - General	\$ 27,500	\$ 20,555	\$ 13,750	149.5%	\$ 27,500	\$ -
Copier	\$ 5,000	\$ 2,800	\$ 2,950	94.9%	\$ 5,000	\$ -
Sewer & Water	\$ 3,250	\$ 1,153	\$ 1,115	103.4%	\$ 3,250	\$ -
Repay Diocesan Green Loan	\$ 5,531	\$ 3,226	\$ 3,226	100.0%	\$ 5,531	\$ -
Diocesan Assessment						
Diocesan Assessment	\$ 57,167	\$ 16,843	\$ 28,583	58.9%	\$ 57,167	\$ -
Sub-Total Expense	\$ 607,860	\$ 366,674	\$ 347,762	105.4%	\$ 610,431	\$ 2,571
Contingency	\$ 2,603	\$ 6,789	\$ 1,300	522.2%	\$ 6,789	\$ 4,186
Total Operating Expense	\$ 610,463	\$ 373,463	\$ 349,062	107.0%	\$ 617,220	\$ 6,757
Operating Surplus (Deficit)	\$ (20,003)	\$ (72,067)	\$ (35,855)		\$ (22,260)	