

The vestry was called to order at 7:00 pm virtually, once a quorum (2/3) was present.

Attendance

Nicholas Morris-Kliment (Rector)	X	Jeff Murphy (Warden)	X	Stan Hitron (Warden)	X	Stefano Migliuolo (Treasurer)	X
Duncan Allen	X	Jim Black	X	David Carnahan (Clerk)	X	Denise DeGross	X
Janet Haines	X	Bob Keener	X	Ingrid Melvin	X	Michael Niden	
Annie Russell	X	Patty Smith	X	Joe Sweeney		Ginny Yerardi	X
Bob Begin							

Worship/Christian Learning Chair: Nick

Prayer and Formation

We read from the BCP, 139 In the Early Evening.

Information/Discussion

Finances

Strong giving in the past month, along with the PPP loan, have helped ease our finances in the short term. See Appendix 1. The Payroll Protection Program (PPP) loan from the Government (\$39,200) in the last days of April. It is reflected in May’s report under “Miscellaneous Income”.

1. PPP forgiveness paperwork – Stefano will start it later this month. We have 24 weeks to file (start day is receipt of funds 4/29/2020). Also the “payroll threshold” has been lowered from 75% to 60%.
2. This month (May) is overwhelmingly positive:
 - a. Revenue increased dramatically:
 - i. We received \$11.6K in non-pledge support
 - ii. May pledge income was \$10K higher than in 2019
 1. Not sure if as a result of letters mailed out
 - iii. Some pledgers have paid their year in full already
 - b. May surplus (not including PPP): +\$9K
3. Status on pledges:
 - a. We have 114 pledging/giving units
 - b. 22 pledge units are “low” – substantially below 40%
 - i. Of these, 3 are people who normally give 100% in December
 - c. 25 pledge units are already 100% contributed for 2020
4. Status on bequests: None
5. Status on 125th: None
6. Status on 61 Rosemary: We just received (6/1/2020) a bill for \$1600 from the attorneys – this should be last one. We have one more surveyor bill (\$450) coming.

Outlook: Pledges/Bequests/Expenses. The first distribution from the Storer Bequest was ~\$185k, and we expect ~\$450k additional.

Property: 61/65 Rosemary; Expressions (Warden)- Commissioner Roche approved our appeal, and we are now headed to the planning board on July 7 for approval.

Rentals: We predict a best case annual income of ~ \$63k down from the anticipated ~\$82k in rentals in 2020, so we will need to find a way to absorb that loss of \$20-30k. See Appendix 2.

Motion for Rectory Improvement (Warden) – Stan Hitron reviewed the proposal to install a hybrid central air conditioning system in the Rectory this summer given the Rector and his family will all be working/taking classes from home this summer. This project is part of a larger renovation project involving the Rectory that the Property Committee has been discussing. See Appendix 3.

The vestry discussed the needs to update the Rectory. Duncan suggested that the proceeds from the sale of the 61/65 Rosemary lot, first should retire the mortgage and then refund draws from the endowment which enabled its purchase, and then the excess may be considered.

Presentation on Section Leaders from Worship and Arts Team (Pam Goody, Abby Carr, Charles Raines, and Myra Anderson) Funds donated to provide salaries for section leaders have historically not come from our general pledge income, and amount to ~\$20k. Those funds are typically raised outside of the budget, and this year we are facing a shortfall of ~\$8600. The Auffermann's letter was read, encouraging the allocation of this funding. See Appendix 4

Worship/Connection/Outreach

Reaching Beyond our Walls: We are trying to become a church without a building to meet in. Many of our missions and program are continuing despite distancing.

Regathering: Myra Anderson, Joe Barr, Abby Carr and Annie Russell are on the team to discern a method to reopen. No Sunday services are expected before September 13.

Worship: We are now running our online services more smoothly, and equipment is on order to enable this routinely going forward. Nick attended a conference that highlighted a hybrid model that is attractive to both on-line and physical visitors.

Vacation: Laurie Rafinot will cover for Nick's July vacation, starting July 21, post vestry meeting.

July/August Vestry- The vestry decided to hold a meeting July 21 to discuss Covid-related reopening, music needs, and other concerns. We also plan to meet Aug 25th.

At the close of the meeting, we remembered Liz Dennett, and her warmth and vitality, and her penchant for sending notes to everyone she cared about. She had a frequent saying, "This is the day the Lord has made, now let's count our swears." Her ashes will soon be interred in VT, and we will have a gathering to remember her once we can do so safely.

Action

Motion 1: To approve funding for an air conditioning system in the Rectory at 19 Homestead Park in the amount of \$22,417.00 (final total to be \$18,667, after Mass Save Rebate of \$3,750), the source of the funds to be the General Memorial Fund. *Motion passed*

Motion 2: To approve the expenditure of \$8,600 from the General Memorial Fund be allocated to support the Section Leaders from September through the end of the calendar year 2020. *Motion passed*

Parking Lot/Other Business

The Vestry was asked to consider how to pay our section leaders going forward, either as part of the annual budget, or separately as we have done in the past. Stan noted that we would have to advertise that transition during the pledge drive. Given the transition to online worship, and the uncertainty of future giving, we need to determine both an appropriate budget and program plan for music in 2021 that supports and nurtures all of Christ Church. This will need to be completed before the FY2021 budget is drafted in the fall.

The Vestry also discussed the need to bring more younger families into the church and support youth ministry.

Meeting adjourned at 9:10

Appendices:

Treasurer's Report, Projected Rental Income, Motion for Rectory Improvement, Music Director Request for Funds

Appendix I. Treasurer's Financial Report

Accounts	Actual (This Period)	% of 2020 budget	Cumulative	cum % of 2020 budget	
Revenues					
40114 Regular Operating Support	\$11,620.00	23.4%	\$26,282.00	53.0%	
Offerings					
40101 Pledge Income	\$22,741.78	7.0%	\$132,009.52	40.6%	
40102 Loose Plate		0.0%	\$589.00	19.8%	
40103 Misc. Income	\$39,200.00		\$100,700.00		Cum. includes Nickerson, PPP (\$39K).
40104 Xmas & Easter Offerings	\$50.00	0.8%	\$5,037.58	60.6%	
40105 Donations		0.0%	\$2,049.58	18.6%	
40112 Flowers	\$200.00	10.0%	\$855.00	42.8%	
40113 Music Leader	\$1,000.00	5.0%	\$6,625.00	33.1%	
40208 Summer Music	\$500.00				
Total Offerings	\$63,691.78	17.3%	\$247,865.68	67.1%	
Investment Income					
40202 Endowment Income		0.0%		0.0%	
Facility Income					
40201 Facility Income	\$80.00	0.4%	\$3,990.00	20.6%	
40220 Total Eclipse	\$3,000.00	11.1%	\$12,000.00	44.4%	
40221 Studio Chizh		0.0%	\$1,000.00	370.4%	
40222 Roche Bros	\$550.00	9.1%	\$2,750.00	45.5%	
40223 First Bridge		0.0%	\$0.00	0.0%	
40224 Town of Needham		0.0%	\$5,766.36	51.0%	
40226 Expressions		0.0%	\$7,500.00	62.5%	
Total Facility Income	\$3,630.00	4.4%	\$33,006.36	40.3%	
Total Investment Income	\$3,630.00	2.9%	\$33,006.36	26.2%	
Total Revenues	\$78,941.78	14.5%	\$307,154.04	56.3%	We have transferred \$35K to Endowment
Expenses					
Operations					
50101 Education - Clergy		0.0%	\$155.94	6.2%	
50102 Coffe Hour		0.0%	\$246.60	30.8%	
50103 Music		0.0%	\$4,725.31	74.7%	
50104 Office Supplies & Expense	\$1,578.44	25.0%	\$5,696.80	90.1%	
50105 Postage		0.0%	\$426.50	26.8%	
50107 Sundry - Clergy		0.0%	\$147.69	29.5%	
50108 Telephone	\$249.49	10.8%	\$1,237.93	53.8%	
50109 Travel		0.0%	\$750.00	31.3%	
50110 Treasurer/Finance (Audit)	\$1,425.00	8.1%	\$6,826.86	39.0%	
50112 Baby Sitting		0.0%	\$370.50	30.9%	
50113 Family Ministries		0.0%	\$252.49	24.5%	
50117 Contingency		0.0%	\$5,896.00	108.3%	Lawyers & Surveyor for 61 Rosemary
50118 Technology	\$1,009.80	33.7%	\$1,817.29	60.6%	
50119 Copier	\$277.46	5.5%	\$2,449.29	49.0%	
50124 Communications	\$250.99	16.6%	\$543.49	35.9%	
50125 Fellowship		0.0%	\$1,091.65	28.9%	
50126 Vestry Expenses		0.0%	\$16,558.51	6.6%	
Total Operations	\$4,791.18	8.5%	\$49,192.85	57.9%	
Worship/Altar Guild/Flowers					
50111 Worship Expense	\$550.20	27.5%	\$2,336.01	99.8%	
50122 Flowers		0.0%	\$1,850.68	38.7%	
50550 Youth Choir		0.0%	\$1,500.00	40.0%	
50552 Music Section Leaders		0.0%	\$6,835.00	34.2%	
Total Worship/Altar Guild/Flowers	\$550.20	2.0%	\$12,521.69	46.4%	
Outreach					
50201 Community Concerns		0.0%	\$12,817.00	100.0%	
50203 Parish Partnership	\$1,240.00	36.2%	\$2,510.00	73.3%	
Total Outreach	\$1,240.00	7.6%	\$15,327.00	86.5%	
Personnel					
50301 Payroll Expenses	\$11,976.34	8.3%	\$67,797.24	46.7%	
50302 Taxes Payroll	\$687.97	8.0%	\$3,497.70	40.6%	
50303 Insurance - Health	\$1,039.08	7.1%	\$5,714.94	38.9%	
50304 Housing Allowance	\$3,793.32	6.0%	\$20,863.26	33.1%	
50305 Church Pension Premiums	\$1,536.41	5.9%	\$7,579.74	29.2%	
50307 Bank/Payroll Service charges	\$81.02	11.6%	\$391.76	56.0%	
Total Personnel	\$19,114.14	7.4%	\$105,844.64	41.0%	
Property					
50401 Building Maintenance	\$386.21	1.5%	\$10,637.78	41.4%	
50402 Janitorial Services	\$445.70	4.5%	\$7,103.40	71.0%	
50403 Building Supplies	\$805.17	38.5%	\$1,511.69	72.3%	
50404 Electricity		0.0%	\$2,290.28	54.8%	
50405 Heat (Fuel & Gas)	\$1,921.26	14.2%	\$13,037.49	96.6%	
50407 Insurance - General		0.0%	\$7,112.70	24.7%	
50408 Building Repairs	\$1,087.40	24.8%	\$3,417.40	59.9%	
50409 Sewer & Water		0.0%	\$563.52	8.8%	
50411 Grounds	\$495.00	3.5%	\$6,330.00	44.6%	
Total Property	\$5,140.74	4.1%	\$52,004.26	22.6%	
Total Expenses	\$30,836.26	5.9%	\$234,890.44	41.7%	
Net Total	\$48,105.52				

Appendix II. Rental Income

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Expressions	2500	5000	2500	0	0	0	0	0	0	0	0	0
Total Eclipse	3000	3000	3000	0	3000	500	1000	1000	3000	3000	3000	3000
Roche	550	550	550	550	550	550	550	550	550	550	550	550
Library	0	0	6000	0	0	0	0	0	0	5500	0	0
Replacement Tenant	0	0	0	0	0	0	0	0	0	0	0	0
Program Year Tenants	621	201	749	80	50	0	0	0	500	600	700	800
Spotlight Camp	0	0	0	0	0	1500	1500	0	0	0	0	0
Toastmasters, AA, etc	175	175	175	0	0	75	75	175	175	175	175	175
TOTAL	6846	8926	12974	630	3600	2625	3125	1725	4225	9825	4425	4525
Actual Cumulative	6846	15772	28746	29376	32976							\$ 63,451.00

Appendix III. Request for AC system at the Rectory

Background/Context

This improvement is long overdue, though I haven't pushed it, as money has been tight. AC is included in the recommendations that previous Facilities Manager Ken Cook drew up in consultation with Tim and the Property Team for a long-overdue Rectory renovation planned to follow upon the completed sale of 61/65 Rosemary. The Building Commissioner has approved the sale of 61/65 Rosemary; approval from the planning board appears imminent, now that Town Meeting business is past. We recently have been blessed with a \$600K bequest, \$180k is already in hand. In part because of that windfall, we have felt comfortable approving significant, needed improvements for the main campus. The Rectory work is also significant and needed. There have been NO major improvements done on the Rectory since I arrived nearly six years ago. Before that, other than a new roof which was done just before I arrived, it has been decades. The air conditioning installation will not be affected by subsequent stages of renovation.

Moreover, as we look towards summer, we expect to be inside more than usual as my kids are in online summer school, since camps, travel and other activities have had to be canceled due to the pandemic. Both of them have significant seasonal allergies, and one of them has asthma under on-going treatment. The past few summers have had stretches of unbearable heat, and window units are loud and costly to operate.

Process to date:

The vendor (Needham Mechanical), design, and cost have been vetted and approved by the Property Committee. The Finance Committee has concurred with this proposal and directed that the source of the funds be the General Memorial Fund, with the expectation and intention that these funds be replaced by the proceeds from the sale of 61/65 Rosemary. This project would be the initial stage of a planned, long overdue renovation of the Rectory property, the plans for which were drawn up by previous facilities manager Ken Cook in consultation with the Rector and presented to the Property Committee early in 2020.

Appendix IV. Music Report & Request

I am writing because of my concern for the future of the music program at Christ Church. As you know, our choir is made up of mainly volunteers. We have four paid solo/section leaders to support each of the four vocal sections: soprano, alto, tenor and bass. The section leaders are *vital* to the music program. They keep the choir afloat and have enhanced the choir's sound. They teach, share their musical knowledge and enrich the choir as well as the congregation. You have heard the difference between a small totally volunteer choir and one with section leaders and have grown to love the newer sound. It is because of the section leaders that Choir improves upon their technical skills and presents beautiful, challenging, quality Sunday anthems as well as special concerts, Evensongs, Christmas Eve and Easter music. Realizing the need for vocal leaders and knowing that there was no room in the annual budget, I have been personally raising \$20,000 annually to cover the cost of the four section leaders. For the past 12 years, I have relied on approximately 25-30 people who give annually to the Section Leader Fund (plus their annual pledge). This past year has been particularly trying. I have not achieved the goal due to a number of issues: 1- There was confusion in my annual "Section Leaders Fund" appeal letter. I thought if I combined Section Leaders, Youth Choir and Friends of Music (expenses for concerts: "Christmas Truce," Peace Concert, Christmas Eve cantatas and instrumental guests) into one "Special Music" fund, it would streamline things and be easier. It wasn't; it just created confusion. I got very few responses for any of them. 2- My appeal came around the time when the new virtual pipe organ appeals started. 3- It was the beginning of Stewardship. There's only so much money people can give, even if it is for something of great worth. As of now, there is no money in any of the music funds; I cannot continue to raise funds on my own, nor should I raise it on my own. It is a parish need and should be noted as such.

Presently, with the quarantining during Covid-19, the future of Christ Church choral music looks and will continue to look very different. Our need for Section Leaders is even greater due to the fact that we do not know when the full Choir will be back singing together in one space. Thanks to Charles Raines and Grant Furguele (tenor section leader, Master's Degree in sound technology), we are able to piece anthems and hymns together through an involved, time-consuming process, combining each chorister's recorded voice from their home, blending the musical tracks together and creating a virtual choral ensemble. I am happy to share this process with you if you want at another time.

This coming September and beyond, we will be relying heavily on our section leaders to do even more than ever. They will be teaching their sections via weekly recordings to support the singers in learning their vocal parts. They will hold sectional rehearsals, again from their homes. Choir will most likely will be singing one big remote choral anthem/hymns service per month, as we did with this past Easter and Pentecost. Other weeks in the month, the section leaders will be singing solos, duets, trios and quartets from the church. Since we will not be having Thursday night rehearsals with the ensemble, the section leaders' homework will be more intense compared to past years.

Technology (cameras, microphones, computers) is needed to keep us in the loop for our worship services now and for future hybrid services. Technology allows everyone to stay connected for worship and fellowship, whether physically in the building or from their homes. Staying connected to everyone is a key element in the Church's moving forward.



With all the above points in mind, I am respectfully requesting \$8,600 from out-of-budget funds be allocated to support the Section Leaders from September through the end of the calendar year (December). Please see attached budget breakdown for Sept – Dec 2020. When you are planning the January 2021 calendar year, please include \$20,000 earmarked for Section Leaders as a line item in the annual budget. **We will need this if we are to continue having vocal music at Christ Church.**

Here’s the approximate breakdown for September thru December 2020:

September	3 weeks X \$110	\$ 330
October	4.5 weeks X \$110	495
	125 th Anniv/new organ concert	200
November	4 weeks X \$110	440
December	3.5 weeks X \$110	385
	Christmas Eve/concert combo	300
	TOTAL/PPerson	\$ 2,150
		X 4 Section leaders
	TOTAL FOR QUARTET	<u>\$ 8,600</u>

When you reflect upon your Christian journey, I imagine many of you will note the importance that church music and choirs (youth and adult) played in your development. I imagine music provided and continues to provide important pieces of your Christian education and formation:

1. Community with others in your classrooms, with the adult congregation, and with others beyond the church boundaries, into the world
2. The words of the hymns providing strength and comfort;
3. Learning the musical settings of the parts of the Eucharist and the liturgy more generally, allowing us (and our children) to fully participate.
- 4-Knowing that music guides you through life’s stages of Baptism, Holy Communion, Confirmation, Marriage, other milestones and Death. Choral music, as well as music generally, uplifts, supports, gives joy in times of celebration, solace and strength in times of strife, and comfort in times of sorrow. Music is our connection to humanity and civilization. We need music in our lives now more than ever before.

Please consider and honor this request.

Most sincerely,

Pam Goody

Director of Music