

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

Attendance

Nicholas Morris-Kliment (Rector)	X	Dusty Hecker (Warden)		Brian Mukherjee (Warden)	X	Vacant (Treasurer)	
Duncan Allen	X	Jim Black	X	Bob Begin		David Carnahan (Clerk)	X
John Carr	X	Bob Keener		Ingrid Melvin	X	Ginny Yerardi	X
Annie Russell	X	Alyssa Kence	X	Joe Sweeney		Christina O'Connell	X
Cecile Leroy	X						

Prayer and Formation

7:05 Ingrid lead night prayer from the New Zealand prayerbook.

Motions

1. Parochial Report: *A motion was made to accept and send the Parochial Report on to the Diocese. Motion passed.*
2. Boiler (see Appendix A for supporting information): *A motion was made to approve the expenditure of \$12,870 from the Spendable Property Improvement account for replacement of the boiler in the Rectory, with any rebates and credits to be returned to the Spendable Property Improvement account to be available for further improvements to the Rectory. Motion passed.*
3. Proceeds of 61 Rosemary (See Appendix B for supporting information): *A motion was made to alter the provisions adopted by the Vestry at its November 2020 meeting, to provide for the disposition of the entire net amount realized by Christ Church from the sale of its property at 61/65 Rosemary Street in Needham, after repayment of the mortgage and payment of all costs associated with the sale. First, that \$195,000 be assigned to the General Memorial Fund (account 80337) with the understanding that the Vestry may approve expenditures from this account for purposes in accord with the church's spending policies. Second, that \$125,000 be assigned to the 'Four Points' Property Improvement Fund's reducible account (80304), with the understanding that these funds will be expended on capital projects such as updating or refitting the rectory, including a new boiler. Third, that any remainder of the net proceeds be assigned to the irreducible corpora of the 'Four Points' endowment accounts in the following proportions: 20% to Mission/Outreach (90101); 30% to Parish Fund (90103); 40% to Property Improvement (90104); and 10% to Socially Responsible Investment (90105). Motion passed.*

Assistant Treasurer's Report

Duncan reviewed the financials in the new form which will be now using, produced directly by the accounting system (see Appendix C for data). Some expected income was not yet recorded, including the rent from the town on the parking lot, which had not yet been billed.

Duncan conducted a 'Finance 101' training for the new Vestry, focusing on the 'endowment' side. John Carr asked whether he and fellow assistant treasurer Janet Haines could update us on the efforts to identify a replacement Treasurer, or if we could ease the load if possible. Brian indicated that this effort is still in progress. Interim arrangements are in effect, including the wardens taking on some tasks, but there are no candidates as yet.

(Re) Gathering and Common Life

Having celebrated an excellent Easter, Nick reported that the new computer arrived, which will assist us in running the virtual service. Nick reviewed the current plan to reopen for services. With current Covid numbers, the Church plans to resume two services on June 13, with a Morning Prayer service at 8:15 in the chapel or outdoors. The second service will start at 10:00, and will be streamed alongside attendees. Stated indoor capacity is 35. Use of personal tablet PCs will be encouraged, but paper copies of the program will be provided. With prohibitions on singing, Steve Sussman will provide some musical accompaniment.

The Vestry discussed the potential for outdoor services in advance of that date. Preregistration for services is “strongly encouraged”, but not mandatory. Coffee hour is not possible in this environment. The regathering committee will meet on Thursday to discuss options.

Ginny asked whether there was any increased giving during recent months. Nick replied that the virtual offering plate has been empty so far. Duncan interjected that the pledge side is well supported, but the loose plate collection is definitely low.

Attendance: Lent and Easter had a strong showing, attendance wise.

Date	Service Title	Season	Type of Service	Format	Peak Live		Website 10-12	Zoom Video	Zoom Call-in	YouTube	Total Attendan
					Viewers	Altar Part					
28-Mar	Sixth Sunday in	Lent	HER II	FB Live	36	9	35		0	6	86
24-Mar	Wednesday Prayers in	Lent	Morning Prayer Rite I	Zoom				6			6
24-Mar	Wednesday Prayers in	Lent	NZ Night Prayers	Zoom				6			6
21-Mar	Fifth Sunday in	Lent	HER II	FB Live	27	9	15		1	3	55
17-Mar	Wednesday Prayers in	Lent	Morning Prayer Rite I	Zoom				4			4
17-Mar	Wednesday Prayers in	Lent	NZ Night Prayers	Zoom				3			3
14-Mar	Fourth Sunday in	Lent	LoW	FB Live	23	9	22		1	6	61
12-Mar	Compline for BH	Lent	BCP Compline	Zoom				10			10
10-Mar	Wednesday Prayers in	Lent	Morning Prayer Rite I	Zoom				5			5
10-Mar	Wednesday Prayers in	Lent	NZ Night Prayers	Zoom				7			7
7-Mar	Third Sunday in	Lent	HER II	FB Live	24	9	13		0	2	48
3-Mar	Wednesday Prayers in	Lent	Morning Prayer Rite I	Zoom				4			4
3-Mar	Wednesday Prayers in	Lent	NZ Night Prayers	Zoom				6			6
28-Feb	Second Sunday in	Lent	HER II	FB Live	30	9	23		1	1	64
24-Feb	Wednesday Prayers in	Lent	Morning Prayer Rite I	Zoom				4			4
24-Feb	Wednesday Prayers in	Lent	NZ Night Prayers	Zoom				6			6
21-Feb	First Sunday in	Lent	HER II	FB Live	28	9	16		1	5	59
17-Feb	Ash Wednesday	Lent	Noon	Zoom		1		14			15
17-Feb	Ash Wednesday	Lent	7pm	Zoom		1		16			17
14-Feb	Last Sunday after	Epiphany	LoW	FB Live	30	9	24		1	12	76
7-Feb	Fifth Sunday after	Epiphany	LoW	FB Live	29	9	30		0	10	78
31-Jan	Fourth Sunday after	Epiphany	LoW	FB Live	27	9	19		0	2	57
24-Jan	Third Sunday after	Epiphany	LoW	FB Live	30	9	22		0	5	66
17-Jan	Sunday Sunday after	Epiphany	LoW	FB Live	28	9	25		1	3	66
10-Jan	First Sunday after	Epiphany	LoW	FB Live	33	9	20		0	5	67
3-Jan	The Sunday of	Epiphany	LoW	FB Live	30	9	22		0	6	67

Church School: The back of the newly renovated Chapel, which now has no tenants, can be dedicated to more Godly Play and church school functions.

Easter/Gathering Gurus: Alyssa Kence reported on the Easter morning activities. The Lyons stuffed 270 filled eggs to have an Easter egg hunt for the kids. Nick brought flowers which were used to decorate the outdoor Cross. Alyssa is also planning a hike or scavenger hunt in Town Forest for Wednesday, May 19. Nick also reported on the trivia night held in April. Those that could attend enjoyed it very much.

Christ Church University: John Carr reported that they exchanged email with St. Paul's, Brookline that ran the 'University' fundraiser, but have not yet been able to chat with those that directed that effort. This may be offered in the fall.

Staff Personnel Report: Ali received a raise and has been given an additional 4 hours per week starting in mid-June, bringing her to 20 hours/week for the summer term.

Racial Justice Initiative: John Carr also reported that the committee is grappling with what their meaningful mission could be. They are looking for ways to teach ourselves about our internal biases and act upon them, and to extend opportunities to the parish to do the same.

Parking Lot/Other Business

Looking Ahead The Hybrid Church of the Future

Prayer/Adjournment

Meeting adjourned at 9:00pm with the Lord's Prayer.

Calendar:

Minutes taken by David L. Carnahan, Clerk of the Vestry



April 20, 2021

Appendix A, Supporting information regarding Rectory Boiler.

1. The boiler at the rectory is old, inefficient and accumulating deposits that make it increasingly inefficient and in danger of failing.
2. The gas company began running lines to Homestead Park, which did not yet have gas lines. As an inducement, it offered to run lines to individual homes for only \$1,000, which would be credited against a new gas boiler.
3. We contacted two vendors (Needham Mechanical and Kerivan Lane) for quotes for installing the new boiler. The Church already uses Needham Mechanical.
4. Needham Mechanical provided a quote of \$12,870.00 (attached). This part of the quote is fixed by Eversource. This should be complete but an allowance for some extra costs would be prudent. We contacted Kerivan Lane, which confirmed its price would be comparable but had too much work even to look at the job. We decided to use Needham Mechanical because of the existing relationship and because the pricing would be very similar.
5. As mentioned, Eversource will provide a credit of \$1,000 against the boiler cost. In addition, we will receive a rebate of \$2,2750 from Gas Networks. The rebates will expire soon so it is important to approve this and sign the contract with, we recommend, Needham Mechanical.

/Needham Mechanical Systems., Inc.

*Proposal and/or Agreement for
Heating and/or Air Conditioning Equipment
Phone 781-453-9500
Fax 781-453-9506*

*Seller: Needham Mechanical Systems., Inc.
Address: P.O. Box 497 Needham Heights MA 02494
Purchaser: Nick Kliment
Purchaser's Address: 19 Homestead Park Needham MA 02494
Installation Address: Same As Above*

Date: 3/8/2021

Scope of Work:

Seller agrees to furnish the following Heating and/or Air Conditioning Equipment and other necessary materials and/or labor for the installation according to the following specifications:

Boiler Unit:

- Install one (1) Viessmann B2HB-35 fully modulating 95% installed in basement.
- Reuse existing supply and return manifolds.
- Reuse existing indirect fired hot water heater.
- Remove and scrap existing boiler and oil tank.
- One (1) circulator relay zone panel SR502.
- One (1) new feeder and backflow preventer with #30 expansion tank.
- Install new 007E taco pumps.
- New operating and safety controls.
- Pull gas permits.
- Start and test new gas burner.
- All manufactures warranties apply plus one-year labor.

All work to be completed in a workmanlike manner for a base price of	\$ 12,870.00
Deposit upon acceptance of agreement	\$ 6,435.00
Upon Completion	\$ 6,435.00

No changes, alterations, additions or substitutions shall be made except by written agreement of both parties, hereto, which agreement shall state in detail the changes to be made and the cost thereof, with provision likewise agreed upon to the adjustment of the purchase price and payment thereof. All promises or verbal agreements pertaining to this purchase are hereby waived, this instrument constituting the entire agreement.

Purchaser: *Nick M Kliment*

Seller: *Needham Mechanical Systems., Inc.
Peter Costello*

By _____

By _____

Appendix B Supporting Information, 61 Rosemary fund distribution

PROPOSED MODIFICATION TO DISTRIBUTION OF 61R NET PROCEEDS				
	Per Vestry Nov 2020		Proposed Alternative	
	Irreducible	Spendable	Irreducible	Spendable
General Memorial Fund	\$0	\$250,000	\$0	\$195,000
Mission/Outreach	\$38,808	\$0	\$24,808	\$0
Parish Fund	\$58,212	\$0	\$37,212	\$0
Property Improvement	\$77,616	\$0	\$49,616	\$125,000
Socially Responsible Investment	\$19,404	\$0	\$12,404	\$0
TOTAL	\$194,041	\$250,000	\$124,041	\$320,000

Appendix B Treasurer's Report Supporting Information

Christ Episcopal Church
Statement of Activities

Date Range: Jan 1st 2021 - Mar 31st 2021

Accounts	Actual	Budget	Budget
	Jan 01, 2021 - Mar 31, 2021	Jan 01, 2021 - Mar 31, 2021	Remaining Jan 01, 2021 - Mar 31, 2021
Revenues			
Offerings			
40101 Pledge Income	76,037.33	92,668.00	16,630.67
40102 Loose Plate	250.00	180.00	(70.00)
40103 Misc. Income	18.03	0.00	(18.03)
40104 Xmas & Easter Offerings	615.00	100.00	(515.00)
40105 Donations	275.00	1,200.00	925.00
40112 Flowers	1,020.00	0.00	(1,020.00)
40113 Music Leader	2,000.00	0.00	(2,000.00)
40114 Regular Operating Support	4,600.00	6,317.00	1,717.00
40116 Reimbursed Processing Costs	77.81	0.00	(77.81)
Total Offerings	84,893.17	100,465.00	15,571.83
Investment Income			
40202 Endowment Income	0.00	10,602.00	10,602.00
Facility Income			
40201 Facility Income	900.00	16,126.00	15,226.00
40220 Total Eclipse	9,000.00	0.00	(9,000.00)
40222 Roche Bros	1,650.00	0.00	(1,650.00)
Total Facility Income	11,550.00	16,126.00	4,576.00
Total Investment Income	11,550.00	26,728.00	15,178.00
Total Revenues	\$ 96,443.17	\$ 127,193.00	\$ 30,749.83
Expenses			
50555 Property improvement (vestry)	8,445.05	2,589.00	(5,856.05)
Operations			
50101 Education - Clergy	727.90	100.00	(627.90)
50103 Music	0.00	300.00	300.00
50104 Office Supplies & Expense	846.83	3,345.00	2,498.17
50105 Postage	658.67	430.00	(228.67)
50106 Stewardship	32.89	0.00	(32.89)
50107 Sundry - Clergy	140.00	150.00	10.00
50108 Telephone	1,025.81	750.00	(275.81)
50109 Travel	1,500.00	300.00	(1,200.00)
50110 Treasurer/Finance (Audit)	2,783.63	4,828.00	2,044.37
50113 Family Ministries	87.55	184.00	96.45
50114 Adult Education	0.00	10.00	10.00
50118 Technology	641.24	792.00	150.76
50119 Copier	1,254.51	1,087.00	(167.51)
50124 Communications	356.00	240.00	(116.00)
50125 Fellowship	0.00	75.00	75.00
50126 Vestry Expenses	100.00	800.00	700.00
50130 Interest Expense - Green Loan	0.00	1,382.00	1,382.00
Total Operations	10,155.03	14,773.00	4,617.97
Worship/Altar Guild/Flowers			
50111 Worship Expense	711.95	700.00	(11.95)
50122 Flowers	1,181.95	0.00	(1,181.95)
50552 Music Section Leaders	4,920.00	4,920.00	0.00

Accounts	Actual	Budget	Budget
	Jan 01, 2021 - Mar 31, 2021	Jan 01, 2021 - Mar 31, 2021	Remaining Jan 01, 2021 - Mar 31, 2021
Total Worship/Altar Guild/Flowers	6,813.90	5,620.00	(1,193.90)
Outreach			
50203 Parish Partnership	1,000.00	1,000.00	0.00
Total Outreach	1,000.00	1,000.00	0.00
Personnel			
50301 Payroll Expenses	33,950.78	39,215.00	5,264.22
50302 Taxes Payroll	1,788.86	1,706.00	(82.86)
50303 Insurance - Health	2,904.25	3,675.00	770.75
50304 Housing Allowance	6,724.14	8,740.50	2,016.36
50305 Church Pension Premiums	4,609.23	4,389.99	(219.24)
50306 Church Clergy Discretionary	100.00	0.00	(100.00)
50307 Bank/Payroll Service charges	810.32	0.00	(810.32)
Total Personnel	50,887.58	57,726.49	6,838.91
Property			
50401 Building Maintenance	2,611.40	3,816.00	1,204.60
50402 Janitorial Services	1,389.20	2,949.00	1,559.80
50403 Building Supplies	44.23	1,074.00	1,029.77
50404 Electricity	1,112.13	1,100.00	(12.13)
50405 Heat (Fuel & Gas)	9,228.90	6,147.00	(3,081.90)
50407 Insurance - General	0.00	7,438.00	7,438.00
50408 Building Repairs	1,840.18	592.00	(1,248.18)
50409 Sewer & Water	136.23	391.00	254.77
50411 Grounds	10,325.00	2,854.00	(7,471.00)
50413 19 Homestead Park - Reimbursable	(3,544.37)	0.00	3,544.37
Total Property	23,142.90	26,361.00	3,218.10
Diocese			
50501 Diocesan Assessment	0.00	16,779.00	16,779.00
Total Diocese	0.00	16,779.00	16,779.00
Total Expenses	\$ 100,444.46	\$ 124,848.49	\$ 24,404.03
Net Total	(\$ 4,001.29)	\$ 2,344.51	\$ 6,345.80