

Minutes of May 13, 2020, St. Stephen's Vestry Meeting
Wednesday, 7:15 p.m., Virtually by Zoom
Pittsfield, MA

Present: The Rt. Rev. John Tarrant, interim rector; co-wardens Erin Sullivan and Tom Dillon, Valerie Andersen, Wendy Coakley, John Culver, Leah Luczynski, Mark Miller, Angie Moon, and Chris Plankey. **Absent:** Louise Penney.

Parishioners with questions or comments may contact Vestry members:

Valerie Andersen, canoeval4@gmail.com
Wendy Coakley, wendycoakley72@gmail.com
John Culver, culvie229@gmail.com
Tom Dillon, tdillon45@hotmail.com
Leah Luczynski, leah@leahinteriors.com

Mark Miller, mark@berkshire.net
Angie Moon, amoon@pittsfield.net
Louise Penney (via Tom's email)
Chris Plankey, chris@djchrisplankey.com
Erin Sullivan, esullypede@gmail.com

The meeting began at about 7:20 with an opening prayer by John T. followed by a **check-in** about how members are doing these Covid-19 days.

Interim Rector Report by John T.: (a) Online services are going well as are monthly drive-by communions on Allen Street; at this last one about 100 people were served including those at home who had the bread and wine taken to them by parishioners who came. (b) Led by an effort organized by Jenny Gregg and Cathedral of the Beloved, and made possible by her capture of a grant from Berkshire United Way, a “small group” has been taking advantage of opportunity to use part of the nave on Tuesday and Thursday mornings to have coffee and charge their cellphones and otherwise seek daytime respite having been affected by the closure of other public buildings. (c) Through St. Stephen’s people are being fed three days each week including the Cathedral of the Beloved meal on Sundays and the takeout Thursday and Friday meals adapted from the indoor St. Stephen’s Table suppers. (d) The offering was “just under \$7,000 this week. (e) John has switched his day off from Friday to Monday so he can be in when a professional cleaning crew comes in on Fridays to sanitize the part of the nave used by guests the day before.

Profile Committee: (a) Vestry approved Craig Reynolds’s co-chairmanship of the committee (along with Maribeth Barney (b) Chris said the committee has been meeting by Zoom. Ahead of schedule, it has completed putting together the parish Profile and the 12 responses to the Ministry Questionnaire (each limited to 1,200 characters including punctuation and spaces). The committee is waiting for the compensation numbers in order to formally submit it to the Diocese. Thanks to John Tarrant and the wardens, these numbers are forthcoming. He asked if Vestry members wanted to review both of these components and the response was affirmative. Chris said the Profile will need some spiffing up in terms of visual format, which will be done well before potential candidates for rector have a chance to look at it. He said the several listening sessions and the Holy Cow consultants’ work was extremely helpful, as was the opportunity to read past profiles. He said Canon Rich Simpson said St. Stephen’s is in “excellent” shape going into the search for a new rector.

Stewardship: Valerie said the Stewardship Committee met a few weeks ago by Zoom. She said they will be organizing a time and talent drive and plan to contact each ministry with details. In preparation for that, she said Craig Reynolds came up with templates for new rack cards about each ministry, which met with high approval by those who could see what she held up. Next meeting should be in a couple of weeks.

Search Committee: Wendy said the committee will meet this Sunday by Zoom. John T. said he will have a total compensation package put together soon, to include housing allowance, Social Security add-on, a 85%/15% health insurance option, and will email the numbers to Vestry, which can approve it by email.

Finance: (a) Leah said Sarah is working on the numbers she will need for the quarterly report, and Leah will email it out to Vestry with updates soon. (b) The endowment fund was down about 13 percent as a result of stock market hits from the pandemic, but has come back up a little since 3/31/2020.

Odds and Ends: (a) John T. said an undetermined amount of money is being saved because with the building mostly closed the boiler only runs on Tuesdays and Thursdays, thanks to Al Symmonds coming in and turning it on and off. (b) Bert Boos is in the office one day a week, and on the other days the office is open John and Sarah answer the phones.

Closing: The meeting was adjourned at about 8:12 p.m.

Next Meeting: Thursday, June 18, at 7:15 p.m., by Zoom.

Respectfully submitted,

Mark Miller