

St. Stephen's Vestry Meeting July 13, 2021

The meeting began at 7:15 and was held in person as well as via Zoom.

Present: Craig Reynolds, Rev. Nina Pooley, Leah Luczynski, Mark Miller, Erin Sullivan, John Culver, Valerie Andersen, Angela Moon, Wendy Webster Coakley and Louise Penney.

Welcome and opening prayer: Rev. Dr. Nina Pooley opened with a prayer.

Approval of Minutes: Mark Miller moved and Valerie Andersen seconded and the Vestry accepted the minutes to be approved for the June meeting.

Treasurer's Report: Leah Luczynski : She doesn't have the numbers from Sarah for the month but will share them when available. Based on trends and gas prices we should lock into the price of Gas for the next three years. Leah Luczynski motioned and Wendy Webster Coakley seconded and the vestry approved the three year plan. The audit has been gone over by Sarah Morrison and the finance team and any recommendations for changing have already been implemented or will be. Leah moved to approve the audit report and Valerie seconded and vestry approved. BIO dues will stay the same this year as budgeted \$750.00 and then increase to \$1000.00 next year--Our Recommended Annual Dues amount has risen from \$750.00 to a range between \$1,000 and \$1,500 based on our annual budget falling between \$325,000 and \$500,000. Bruce Rockwell (former auditor) advised Sarah and I to make these dues its

own budgeted line item since it's a regular payment we know we will make each year.

BIO will be its own budget line item on the 2022 budget.

Rector's Report - Rev. Dr. Nina Pooley

- a. Discussions on safety and restrictions moving forward: Should we require masks in church? We want all parishioners to feel comfortable. Also, how do we adjust our schedule in the Fall? How should decisions be made moving forward? (from a small working group or from Vestry) Whatever decisions are made will be backed by Vestry. A good option could be masks optional when seated in socially distanced pews and wear a mask while in transition. Encourage parishioners to sing softly or wear a mask to sing. Communion should still be delivered; Erin shared that it is a powerful feeling and visual having communion coming out. Lemonade on the lawn can start up again.
- b. Seasonal booklets could replace bulletins but would still have an insert that would have readings and weekly announcements and who has the duties/readings this week and next.
- c. Coming up in the Fall, what is the service going to look like? Sunday at 10 am and Saturday night 5? Does the Saturday night service limit us as we want to grow? Could Saturday service be led by rotating clergy that the parish has in its community? Could eucharist only be offered once a month? Louise, Angie, and John thought that communion being offered is important to parishioners attending the Saturday service. Nina shared that historically communion was only offered

once a month at one time. Resources might be freed up to offer more things that could allow growth in the Parish. These are ideas that we should sit with and see how the change might feel. One idea moving forward could be Compline and Conversation. This could be on a weeknight? It could also be a program for enrichment and education about current topics. This could engage people more. It could bring in others from the community. This would be something that we can advertise.

Warden's report: Craig Reynolds/Erin Sullivan: Reopening the building: Outside groups are meeting again. LiveStreaming is happening on youtube and the website. We usually get 30-50 people watching. We are looking to make live streaming sustainable, flexible and maintainable. We need a team who can help with this and not just Ken. We thank Ken for all he has been doing to help us with this. The video is not ideal for those who are watching from home. Both the sound and the picture could be improved but will take some effort. Some churches such as St. John's in Williamstown and St. Paul's in Stockbridge have multiple cameras. Right now, we have one camera from the balcony. Ken and Craig want to provide some choices for us to decide how to upgrade our live streaming capabilities.

The audit suggested updating our church inventory. Don Phipps can do it with help. We can tie in the inventory with the clean out that needs to happen. The third floor clean out has begun. This will also help us be prepared for the fire inspection.

Wendy and Craig are interviewing two candidates for the diaconate--Sharon Billeter and J.D. Hebert. Their candidacies will be formally presented to the vestry at the August meeting. St. Stephens would have a financial and spiritual commitment to support them.

Property report: Chris Plankey Building access: Our Allen St. door has been locked and it becomes an inconvenience during the work week. We could leave the door unlocked if we make the kitchen/ dining area downstairs locked. Craig moved to spend the \$2220.00 to repair the roof and John seconded the motion, vestry approved.

Stewardship: Valerie Andersen : a meeting was held, Val will be transitioning off at a later date. Dan Moon will cater a dinner on Oct. 23. We have been looking at the list of names on the directory, it was sent out on Jul 1, 2021 to Vestry members. We will write handwritten postcards to each member. Next meeting of stewardship committee is Jul 20, 2021 . The stewardship team has a blurb from each ministry for rack cards or as information for parishioners and new members. Volunteer recruitment is always challenging. Moving forward we would like to highlight a ministry each month. Describe the ministry in the First Order as well as have someone speak at church or possibly use a bulletin to highlight a ministry. This is exciting and will keep it fresh and engaging for parishioners and not just a day in September that hasn't really helped bring on many new volunteers. Our new attitude is that every day is Rally Day!

Action items:

1. Angie will update the bulletin boards and make them more welcoming.

2. Look at St. John's in Williamstown and St. Paul's in Stockbridge and see how they do their live streaming with multiple cameras. (Keep in mind it will take a team of people or a new guild as they are often looking for people to be tech folks.)
3. Purchase postcards from assorted/random places.
4. The next meeting is Aug. 10 at 7:00

Closing: Nina closed with a prayer. The meeting was adjourned at 8:56 by Erin.

Respectfully submitted,

Angela Moon