

St. Stephen's Vestry Meeting December 14, 2021

The meeting began at 7:15 and was held via Zoom.

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

Welcome/Call to order and opening prayer: Erin called the meeting to order and Rev. Dr. Nina Pooley opened with a prayer.

Clerk report: Erin said that a letter was sent to the Beattie family informing of the change to the fund in their name.

Approval of Minutes: John moved and Mark seconded and the Vestry accepted the minutes to be approved for the November meeting.

Treasurer's Report: Leah Luczynski : See updated notes in the folder. We are almost 47,000 over budget for operating expenses. No money was taken from the endowment this year. We have used savings for payroll. Pledging is under budget by about \$16,000. Some parishioners tend to catch up at the end of the year. Finance team met and Suzanne White has agreed to take on the role of assistant treasurer. They looked at the budget line by line and delved deeply. They will be presenting to the Vestry before the annual meeting. Leah got estimates for painting and carpeting in Nina's office.

Rector's Report - Rev. Dr. Nina Pooley

- Visioning: Nina has been meeting with Jenny around her Campus plan. The visioning team has been talking about this.
- Youth faith formation and Young People's Fellowship: Each group will meet once a month and will join with Zion. The initial meeting went well.
- Pastoral Care: The team had an initial meeting. Postcards are being sent out from St. Stephen's and Nina's family.
- Social Justice Leadership: Charlie Sawyer has stepped up to be a leader. The structure to help the family when they come is coming into place.
- Nina has some diocesan leadership roles. Reparation is one role.
- Joy is taking Jan. 2nd off as a day off for 2021. (so she can play on the 26th)

Warden's report: Craig Reynolds/Erin Sullivan:

- Covid is still affecting all decisions. Christmas services have been scheduled as best to keep safe.
- Josie Ellis is coming on as co-warden nominee
- Suzanne White is assistant treasurer nominee
- John Garinther(returning Vestry) has agreed to be a Vestry nominee
- Christina Wynn is interested as well as Andrea Stasiowski (sp?)
- Val has stepped down as Stewardship and Vestry. Thank you for all you have done!

- Vestry members who are staying on: Chris and Wendy will be staying on for 3 more years. Angie will do Clerk for one more year. Leah will be treasurer. Thank you to all for agreeing to serve again.
- Craig, Erin, and Nina are looking for strong teams for everything so it is not just one person. Craig senses a good energy in St. Stephens. People are willing to step up.
- Louise, John, and Craig, are going to the 6 p.m. service on Christmas Eve. and will be able to help with ushering or as needed. (Libby Wade, Francie, Bill Loutrel, and Joel, maybe Jenny) will help distribute communion. Wendy will be attending the 9 p.m. service. Craig will be at the 3 p.m. service and can't wait to see Colin Behnke and the children's service.
- Community preservation grant---Stained glass window project has passed the first hurdle. Thank you to Erin for submitting this paperwork.
- Virtual Diocesan convention: Craig, Leah, Nina, Erin attended. Topics of note in our Diocese were: the Veterans initiative, Gun Violence, collaboration between Eastern and Western Mass. dioceses.
- Live Streaming--making progress with equipment. There was some humming in the live stream. Ken Pooley has devoted a lot of time and effort and has helped us save money by not having to spend as much as we had originally estimated. We really appreciate all of his help and support with this!!
- Cathedral of the Beloved- A group met with Jenny Gregg and area clergy. Jenny is working on building community and collaboration among churches. Making

decisions about how to operate feeding programs. What is the campus vision?

Could food programs be asked to make changes?

- Ministry developing grants for 2022 from Diocese. If there are things that we think we might want to make an application for? Max 10,000. Pool of 70,000.

There is a website for ideas.

Other Business:

Property report: Chris Plankey: John G. and Don P. are credited with getting the quotes on fixing the windows. They have done very detailed and thorough work. A great amount of research is being done so we can make great decisions. A couple of recent quotes to repair windows/clerestory have come in. There is an estimate for the protection of all windows. Property committee will evaluate which windows need protection, some might not be at risk. Some window framing is in dire need of fixing. Chris would like to see walking tours in the future. The water coming through the ceiling in the second floor office space was fixed by John by drilling drain holes in some storm windows on the third floor. Chris shared that we are lucky to have a really good team here on property. He feels we are in good hands. He found it interesting to read through the window quotes.

The office---- A parishioner said that they would help with an office project. Leah has gotten quotes from Scott's Carpet one: materials and labor, as well as a painter.

Craig moved and Louise and John seconded the motion and it was approved to move forward with the bids on the office.

Stewardship: Leah Luczynski Sarah has updated pledge numbers \$153,496
There are still more pledges to come in.

Action items:

1. 1st Sunday in Feb. 6th. Annual meeting. Vote for delegates too. It would probably be virtual.

Closing: Nina+ closed with a prayer. The meeting was adjourned at 8:27 by Erin Sullivan.

Respectfully submitted,

Angela Moon