

St. Stephen's Vestry Meeting February 22, 2022

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

Present: Craig Reynolds, Rev. Nina Pooley, Leah Luczynski, Angela Moon, Wendy Webster Coakley, Chris Plankey, John Garinther, Josie Ellis, Christina Wynn, Suzanne White, NevinDavid

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

Clerk report: Angie Moon

- Action items from the last meeting on 2/8/22: Craig Reynolds has thought of some guidelines for Vestry members to use when we are Vestry Person on Duty or VPOD. It was mentioned that it was most important that Vestry is visible and the parish is familiar with us and we work on communication. Nothing has to be scripted.
- Ministry grants: Wendy asked do we get feedback when we are not receiving a grant? We have not won a grant in 5 or 6 years. It is a lot of work to write. Craig explained that we can maybe ask Al Symonds about the decision process. This might not be the year to get an application in. We are focused on property issues at the moment, including the furnace and the windows. In the future, Chris Plankey said maybe write the grant for items to improve our technology? David Nevin said maybe bi-lingual capabilities? Maybe, ask Nina's husband if he has a wish list? Nina said he shared that another camera would be helpful.

Approval of Minutes: Craig Reynolds moved and Josie Ellis seconded and the Vestry voted to approve the minutes from the January 11, 2022 Vestry meeting. Christina Wynn abstained from the vote as she was not yet on Vestry. We also

voted to approve the meeting notes from the Vestry orientation meeting on 2/8/2022. Wendy Webster Coakley moved and Christina Wynn seconded and the Vestry were all in favor.

Treasurer's Report: Leah Luczynski : We are net positive about \$18,000, noting that several pledgers pay their whole year in the first quarter. In lieu of a Feb. finance meeting, Leah Luczynski and Suzanne White were working on the Parochial report which is sort of set up like a tax form. The report includes information such as budgeted income and expenses, unbudgeted income and expenses, births, deaths, weddings, baptisms, and number of people at weekly services. The diocese and the Episcopal church use the information as part of its assessment for common ministry that leads to our designation in one of 4 tiers. We moved from a tier 4 to a tier 3 during the pandemic. The tier determines how much we give back to the diocese and how much we offer as salaries. We give the diocese approx. \$48,000 every year as a tier 3. Leah is scheduling our yearly audit and it will probably be sometime in May. .

Rector's Report - Rev. Dr. Nina Pooley

- This is the first year for Nina where we might be able to have more of a Holy Week experience. She is looking for feedback and discussion about how that looked at St. Stephens traditionally. She will possibly talk to David Nevin for feedback.
- There were 4 children at church on Sunday who will be baptized on Easter Sunday. Their mom, Brittany, was baptized 30 years ago at St. Stephens.

- Adult Ed: During Eastertide we will use the Way of Love program. This will be on Zoom with break-out rooms to have little groups for discussions.
- Communication plan: We need a definite plan moving forward.
- Visioning team: They are pausing and will regroup. There are a long list of priorities and values that were brought on in the search process. It is not easy to come out with a clear vision yet.

Warden's report: Craig Reynolds/Josie Ellis:

- There were no questions about the warden's report. Craig said that he and Josie are cheerleaders for all of us.

Other Business:

Property report: Chris Plankey/John Garinther: The heating system is the biggest issue. Control valves are affecting the heat in the parish building. Some areas are uncomfortably hot. They were waiting 6 weeks for parts. The parts are in and they are coming in this week to replace. Al Symonds and Don Phipp are always doing something, going in twice a week, and working behind the scenes. They have been a huge help to the parish with regards to keeping the furnace running. The second issue is putting protective covering over the windows. The property committee is working with 3 different contractors to try to get a cost. They have proposals and Erin Sullivan has submitted a grant application. It will cost between \$150,000-\$200,000 to correct the windowsills and framing, and to also put a glass covering over the window on the

outside. Erin asked for \$150,000 in the grant application. Craig Reynolds said we could be selective about which windows to put the big amount of protection into. John G. said that they have requested itemized proposals from the contractors so they could decide if they could eliminate any of the work. The property committee said the most prioritized would be the 12 lower nave and the big South St. facing stained glass windows.

Stewardship: Wendy Webster Coakley: Getting communication out to pledgers is the focus. There are resources from ECF, in particular about planned giving.

Craig Reynolds shared a lot of parishes in the diocese are struggling. Once again, our parish has been steady and generous and continues to give. Recruiting- Bill O'Neil, a retired lawyer, has done some estate planning, and may be asked to join the stewardship team.

Annual Meeting: Several Vestry members heard positive feedback on the hybrid approach. It seemed like it was efficient with the time commitment and business piece of it. Craig Reynolds motioned to approve the minutes of the annual meeting on February 6, 2022. Wendy Webster Coakley moved and Christina Wynn seconded, all were in favor.

Norms: Josie, Nina:

- read reports in the monthly Vestry folder before meeting.
- Feel comfortable bringing concerns, a safe place to communicate.
- Be respectful of everybody's times.

- Have a voice and your opinion matters; be courageous with your voice.
- Disagreement or conflict doesn't have to be avoided.
- We are generous about our assumptions of others' ideas and trust that their ideas come from a place of caring for our parish. Be courageous with your voice.
- We have a united front once a decision is made.

Wendy pointed out that Zoom is a leveler. We are looking at each other at the same time. Zoom has been helpful. Noone is walking out of an in person meeting and making comments to another Vestry member.

Covid protocol: We are hoping to sing in Lent. We are going to be cautious about taking down our safety measures. Nina and Craig and Josie have been following numbers. We want people to feel safe enough to come to worship. Protocols are in place for AA and NA.

Action items:

1. A suggestion or outline about communicating as VPOD will be written,

Closing: Nina+ closed with a prayer. The meeting was adjourned at 8:52.

Respectfully submitted,

Angela Moon

