

The Episcopal Church of St. Andrew – New London, NH

Vestry Meeting Minutes

17 October 2019

Present: Jay MacLeod, Bruce Avery, Harvey Best, Joe Daly, Marni Eaton, Morris Edwards, Becky Forbes, Lisa Kelly, Lin Potter, Russ Register, Barbara Smith, Alice Perry.

Absent: Greg Vogt.

Jay opened the meeting with a prayer appropriate to the eve of the Feast of St. Luke.

**September minutes** were accepted as a true and accurate record of the meeting.

**Finance:** Becky reported “nothing but good news” regarding our steady monthly cash flow. She also reported a good return on our total portfolio (savings and investments) return and handed out a ledger to budget printout showing expenses and income year-to-date at appropriate levels.

Becky will put together a skeleton 2020 budget and urged anyone with needs/wants to submit those as soon as possible. The proposed 2020 budget needs to be approved at the December vestry meeting.

Jay reported a thanksgiving donation from Kathleen Hunter to establish livestreaming of funerals and other worship services. We will look into copyright and technical issues before moving forward.

**Implementation of church and children together:** Jay highlighted elements of the nearly-completed report submitted by Aaron Jenkyn, noting it is a “doable program” and on the cutting edge of changes that need to occur as congregations experience declining average Sunday attendance. Recognizing a need for someone on staff to coach, coordinate, inspire and champion the new program as outlined by Aaron, it was moved, seconded and **voted unanimously to offer that position to Aaron for 13 hours a week, to begin as soon as possible.**

**Stewardship:** Morris noted that Jay kicked off the stewardship campaign with last Sunday’s sermon, tying the week’s reading very nicely with the theme of “gratitude.” Stewardship speakers are lined up for both Sunday services for the next two weeks. Bruce has agreed to maintain status reports as pledges are turned in toward the goal this year of \$400,000. Ingathering is 17 November with the celebratory dinner slated for 22 November.

**Mission Action Plan:** Russ circulated a revised MAP prior to the meeting, with Jay noting that it is a living document that stays relevant with updates as goals are addressed.

**Nominating committee:** Marni noted that terms due to expire in January are three vestry positions (Harvey, Greg and Joe), one Warden (Marni), one Western Convocation seat (Marni) and Treasurer (Becky). The nominating committee will include Harvey, Marni and Lin and perhaps one other from the congregation.

**Buildings and grounds:** Harvey noted the new ceiling and lighting in the hallway and explained that some questions about possible closure of vents need to be answered before insulation above the ceiling can be completed.

Harvey and Bruce met with contractor Steve Dupois at Old St. Andrew's. After a thorough examination of the building Steve declared the building structurally sound. There are understandably a few cracks after the building's 115-year existence and Steve will provide a quote for touch-up and repair of those. Harvey also asked Steve to examine the steps and patio at St. Andrew's facing Gould Road. Steve offered to help us find a contractor who could do the necessary drainage work as a preventative measure, citing run-off from the roof that freezes underground as the cause of the deterioration.

Harvey thanked Joe, Greg and Chris Heyl who had overseen building work while Harvey was away on vacation.

**Emergency preparedness:** Joe highlighted four key areas for our attention: (1) monitor and patrol areas of the building outside the sanctuary while services are in session; (2) panic button training (five are installed throughout the building); (3) annual evacuation drills; (4) active shooter training (run, hide, fight – in that order). It was moved, seconded and **voted unanimously to approve, plan and implement these activities.** As a first step Jay and Joe will meet with the wardens.

In addition we also discussed locking doors and possibly asking police check on the building during special events.

**Music:** Jay met with the choir following David's resignation and noted Don Cox, parishioner and former music director, as an interim candidate. The composition of a search committee for a permanent replacement was discussed and several names were suggested. The committee would be responsible for writing a job description, defining necessary qualifications and conducting a national search.

Jay closed the meeting with a moment of silence and our mutual blessing.

Respectfully submitted,  
Alice Perry, Clerk

**Note: The next vestry meeting will be at 5 PM on 21 November.**