

St. Andrew's Vestry Meeting Minutes October 18, 2017

Present: Martha Lovejoy, Senior Warden, Paul Carey, Junior Warden, Bert Cooper, Treasurer, Rev. Reed Loy, Pete Mitchell, Clarke Kidder, Rob Thomson, Pat Walker, Chris Miller, Judy McPhail, and Pam Manus, Clerk.

Unable to attend: Larry Rice, Vickie Haines

Guest: Richard Hesse

Clarke Kidder opened the meeting with a poem, "The Brick", taken from a book of reflections and poems by Michel Quoist.

Martha requested that the Treasurer's Report be given later in the meeting. It was agreed.

Clerk's Report: September's minutes are on the web. Copies of St. Andrew's Episcopal church of Hopkinton, New Hampshire By-Laws were distributed for reference while the vestry is looking at the structure and organizational flow of our church.

Photo of Gov. J. Winant: Guest Dick Hesse brought in the signed photograph of Governor John G. Winant that was gifted to St. Andrew's by Margret Ransmeier. He gave a brief history of the picture and stated that the distinction of this photo vs others is that it is signed. After reviewing our history with this gift and a discussion of the pros and cons of keeping this photo vs donating it to a historical society, the following motion was offered. Clarke Kidder moved that:

St. Andrew's Vestry approve the deaccession of the signed photograph of Governor John Winant for the purpose of placing it in a setting where it will be preserved appropriately.

This motion was seconded by Paul Carey and approved unanimously. We will contact Bob Wells to have the appropriate paperwork drafted and signed. We will follow through with investigating Hopkinton Historical Society and NH Historical Society abilities to not only display, but preserve this photograph.

Thank you to Dick Hesse for recognizing and preserving this gift and bringing it to the Vestry's attention.

Stewardship: Rob Thomson reported that Ted Diers has agreed to head up the Stewardship Committee. The theme this year will center around a strong foundation, each brick in a foundation counts. The members of the committee are Ted Diers, Rob Thomson, Betty Whinn, and Rev. Reed Loy. Fred Briccetti, an active Stewardship chair in the past will be available for consultation. This year's drive will be condensed, starting shortly and ending December 3. Volunteers from the Vestry will join together with the committee to help contact parishioners via phone as the end of the drive approaches.

Building and Grounds: Paul reported that the Memorial Garden Committee has done a wonderful job in getting the area ready for winter. They have also gotten the woodwork of the wall/gates taken off and the lichen is being cleaned off. The vestry expressed their appreciation for all of their wonderful work.

Request: The Daisy Scouts (girls) have asked to use a room each week for their scout meetings. The Daisy Scouts are the age group below Brownies. They will meet right after school. It was agreed that as long as they have the equivalent of our Safe Church requirements, and are under the Scouts insurance umbrella there were no objections as it reflects our mission for outreach and community resource.

Treasurer's Report: Bert reported that the vestry needs to appoint the members of the finance committee per by-laws. The membership will consist of the Treasurer, the Rector, Senior Warden, a Vestry member, and a non Vestry member.

The members put forward are: Bert Cooper, Pete Mitchell (Vestry representative), Jim Whinn (non-Vestry representative), Martha Lovejoy and Rev. Reed Loy.

Pat Walker moved that the Vestry appoint these members to the Finance Committee to serve at least through the Annual Meeting in January 2018 and/or until successors are appointed, members reappointed or members leave and their replacement voted on.

This motion was seconded by Chris Miller and unanimously passed.

This Finance committee has met and discussed job descriptions and immediate needs. Bert also passed out the latest financial report. This was reviewed and specifics discussed. Bert will look into data entry and the way that the financial program reports out figures. It was felt that these reports generated were easier to read and understand. Bert will also check with the Diocese re: funds and the quarterly reports. The vestry accepted the Treasurer's Report.

Rector's Report: The first part of this time was dedicated to reviewing the history of the Vestry in the American church. Reed went over the beginning of Vestry. During the American Revolution, vestries were formed to help lead the new church in America. During and after the Revolution the Bishops in America had to choose whether to join with the colonists or remain with England. Most remained with England, leaving America without Bishops to help build the church's hierarchy. Vestries became the force to keep the church going. Vestries are unique to America. They were called Vestry due to the fact that this group met in the vesting rooms of the church.

The Episcopal Church has a very structured hierarchy and this was also discussed.

We reviewed the structure of the Episcopal Church and this led into a conversation about our structure here at St. Andrew's.

There are 3 roles of the Vestry:

- Fiduciary - Budget, money management.
- Strategic - Chart course, the path, set norms, how we respond to call of Jesus Christ.
- Generative - Creative i.e. S.E.R.V.E committee 2010-2012, ways to reflect our mission.

We then brain-stormed-

Goals of Structure:

- Opportunities to serve and/or stop serving (burn out)
- Terms, succession planning - 2 deep leadership
- Not overburden Rector - balance, distribute authority
- Coordinate calendars
- Communication - Vestry being aware, knowing where ideas come from and where they need to be taken to, keeping actions connected to mission, transparency
- Get new people involved
- Keep helping everyone have a role and a belonging
- Community recognition and celebration of service, i.e. Thank you Board
- Reflect our size and energy
- Structure can change over time.

One specific of our present structure is there are a lot of groups, committees and guilds. We do have committees listed in our By-Laws.

Those committees are Executive Committee, Christian Formation, Parish Administration, Building and Grounds, Finance and Stewardship Committee, Worship Committee, Mission Outreach Committee and Parish In-Reach Committee.

We identified many groups and committees that are functioning, but not all are “reporting” to the Committee that they are considered to be under. It is important that each group understand the parish structure and that communications be both ways and clear.

The vestry needs to decide an interim structure and set up a time-line for implementation. We will work on this during next Vestry meeting.

New Business:

The Executive Committee will review the new offerings of health insurance put out by the Diocese and look over the present policy that we have for our employees including our Rector. A recommendation for change or no change will be given to the Vestry before the open enrollment closing date.

We now carry cyber insurance.

We will participate in the community distribution of Thanksgiving Baskets. We will follow our feather theme from years past. A notice will be put into the Blast.

Dates to remember - October 31st.- Halloween Event, November 5th All Saints Day w/Holy Baptism, New Comers Welcome, November 29th -6 P.M. Celebration of New Ministry. Late November-early December Decoration of St. Nicholas Cookies.

Annual Meeting/Report: The dead line for non-financial reports for the Annual Report is December 20th, Financial reports are due January 5th. (Annual Meeting is January 28, 2018 a 9 am service with meeting to follow). The nominating committee needs to be appointed. We should encourage participation.

Next Vestry Meeting is November 15th, 7 P.M. These meetings are open to the congregation.

Respectfully submitted,

Pam Manus, Clerk.