

## APPROVED

### MINUTES

Vestry Meeting – Wednesday, May 9, 2018 - 7:00 PM

Present: Fr. Richard, John Grant, Diane Nichols, Susan Howland, Lynn Garland, Rose Reith, Tamsin Lucey, Peg Nelson

Absent with regrets: Nancy Waugh, Lana Pieczynski, Lorraine Brumskine

Fr. Richard opened the meeting at 7:00 p.m. with prayer.

Bible Study – Luke 24: 44-53

#### Business

**A motion was made, seconded and approved to accept the April vestry meeting minutes.**

**A motion was made, seconded and approved to accept the Treasurer's report.**

**A motion was made, seconded and approved to accept a \$150 donation from Carol Hanson to the Fitzpatrick Fund.** Carol inquired about the fund balance, which is almost \$8,000. She would like to broaden the scholarship definition to include various types of educational materials, and Fr. Richard is in consultation with Carol about these changed directives. The Endowment Committee is working on an application for that fund.

#### Rector's Items

**A motion was made, seconded and approved to accept the revised Funeral Policy, as amended to invite all to communion. A copy of that policy is attached to and made a part of these minutes.**

- We will offer a book study of W.E.B. DuBois' The Souls of Black Folk beginning on June 4 and continuing on June 11, 18, 25, July 9, and 16 from 7 – 8:30 P.M. Notices will be posted to the website, Facebook, in the bulletin and Tidings, and via an all-parish email. We will begin by clarifying our understanding of the text, and specific study questions will be provided each week.

#### Review of Last Month's Event

- Notes from the April 22, 2018, Executive Committee meeting were shared and appreciated. The goal is to promote consensus in our decisions and actions.

#### Upcoming Events

- Vestry Retreat – The retreat will be held on Saturday, June 9, at a location to be determined. For a meaningful retreat, it is important that we have 100 percent participation. Diane is checking the availability of the North Brookfield Senior Center.
- Trinity Sunday – Diane will provide a cake plus cupcakes for the children to decorate. She has coordinated this activity with Family Worship.

#### Building & Grounds – Tamsin Lucey

- The new windows in the undercroft kitchen have been installed. Painting in the kitchen was deferred until windows were installed.

- Brian is working through his list. The bench is being redone, and the Building Committee is looking into options for securing it outside.
- Greg is conscientious and working on some things behind the scenes, including putting into place a supply reorder form. He wants to work on the parish hall floor.
- We purchased a backpack vacuum. Brian will look at the black vacuum downstairs to see if it will work well enough for parishioners who need a vacuum. If it is not fixable, the committee will look into options.
- The Repair and Maintenance line is over budget for the first four months, probably due to the snowblowing expense. Greg has offered to clear the snow next year for \$100 per event. **A motion was made, seconded and approved that the 2018 Repair and Maintenance budget can go over budget with a \$1,000 limit.** This action is intentional because, with Brian doing much of the work, our labor costs will be minimal. The overage funds will come from the reserve.
- **A motion was made by the Building and Grounds Committee to have Mark Morin replace the external door in the kitchen annex, as quoted for \$1,597, with a fiberglass, flush, swing-out door that would comply with current handicap accessibility requirements. The door would be fitted with a panic push bar opening device. The motion was seconded and approved.**

### Music

- The current trumpet stop uses an oboe pipe that has been modified. The organ builder has found a trumpet pipe that could be installed for \$6,250. Additionally, if we want to retain the oboe pipe, he would have to use the toe board that he stands on for access to tune the organ and add a walkway to tune; this will cost an additional \$2,500 to \$3,000. It was agreed that at this time we just don't have \$9,000 for these repairs. Susan will explain to Anne that these changes would be wonderful, but we really can't afford it unless someone offers to do some major fundraising.

### Food Share – Rose Reith

- Rose has learned from a contact at the Food Pantry that each month they must buy Spaghettios, pancake mix, syrup, jelly, cereal, coffee, tea, and soap. She will set up a calendar for each month so that we will concentrate on providing just one or two specific items each month. Reminders will be put in the bulletin and on Facebook, and this will be mentioned during the announcements.

### Senior Warden's Guidebook

- To provide Guidance for the Senior Warden – John asked that we submit changes/additions to him.
- Instead of having a July picnic, it was agreed that we might have a parish picnic, perhaps on the Sunday after VBS, and personally invite the community, including those who participated in VBS. Diane will discuss this with Eileen.

Closing Prayer- Prayer for the Parish

Meeting adjourned at 9:15 p.m.

Next Vestry Meeting – June 13, 2018 @ 7:00 PM

Respectfully submitted by Peg Nelson, Clerk