

Minutes

Vestry Meeting – March 11, 2020

Present: John Grant, Diane Nichols, Lynn Garland, Lana Pieczynski, Robin Yates, Lorraine Brumskine

Regrets: Rose Reith,

Fr. Richard opened the meeting at 7:06 p.m. with prayer and bible study: John 4: 5-42

Business

A motion was made, seconded and approved to accept the February 2020 vestry meeting minutes.

A motion was made, seconded and approved to accept the February 2020 Treasurer's report.

Vestry appointments and updates

A motion was made, seconded and approved to accept the appointment Nancy Waugh as clerk pro-temporary

Trish Brier is considering joining the vestry but would like to sit in on a future on vestry meeting.

ACTION Required *Diane will reach out and invite Trish to a vestry meeting.*

Buildings and Grounds Report- emailed

The Building Committee would like the vestry to consider the following proposal - turning OFF the water to the bathrooms in the hall way - rendering them OUT OF USE - they are not used now - the bathrooms in the undercroft can be and are used instead - if needs be the water can be turned back on and the bathrooms made useable again.

WE WAIT TO HEAR BACK FROM THE VESTRY regarding this matter.

ACTION Required - *The concern would be no water in the traps may allow sewer gases in.*

A slow leak in the hot water feed to the heaters in the undercroft kitchens and kitchen annex needs to be fixed before the boiler is inspected next year

The electric wiring to the pump that pulls the oil from the oil tank needs to be redone - it is not to code - AND the pump itself needs to be raised up off the floor.

ACTION Required - *The vestry will ask the building committee to submit quotes for the electric wiring for the pump, in addition a quote to raise the pump.*

Rector's Items

- Fr. Richard's Reports

Pulpit swap with Fr. J. Edgar Freeman – There will be a Healing Sunday.

ACTION Required *Fr. Richard will speak to Jean about serving on the altar.*

ACTION Required *Diane will arrive early to welcome Fr. Freeman.*

- Evangelism workshop given by Ellen Lincourt. The workshop would teach how to tell your story, how to use Social Media, and u tube. HTC would host the workshop and would be open to neighboring parishes. **ACTION Required** *Fr. Richard will talk to her about dates.*
- Fr Jose would like to work with HTC his availability to meet is during the day. Vestry members that are available will meet with him in addition to interested parishioners. **ACTION Required** *-Fr Richard will ask Jose for dates.*
- Communion Policy from the Bishop
 - ☐ **Priest and all ministers of the table must wash hands before the service and use hand-sanitizer before the distribution of Holy Communion.** Anyone who touches the bread must observe this protocol, including members of the Altar Guild.
 - ☐ **The Peace is to be expressed without shaking hands.** Clergy are to refrain from shaking hands before or after the celebration.
 - ☐ **Please do not pass the plate but** ask ushers to reach into the pews to collect the offering.
 - ☐ **Baptismal fonts** must be drained and disinfected before liturgical use.
 - ☐ **Please ask the Altar Guild** to sanitize the altar rail before and after the liturgy.
 - ☐ **Please provide disposable gloves** for Coffee Hour hosts to wear when preparing food and drink to be shared.
 - ☐ **Hand-sanitizer** should be readily to the congregation.
 - ☐ **If you cough or sneeze**, please do so into your elbow, or use tissue that may be disposed of at home.
 - ☐ **If you have a cough or feel at all unwell, please remain at home.**
 - ☐ **Ask members to notify the Church** if they are diagnosed with COVID-19, for both practical and pastoral reasons.

ACTION Required - *Diane will announce before the service about the new policies for communion and passing of the peace*

Leadership Day- **IMPORTANT NOTICE REGARDING SUPER SATURDAY**

This afternoon we received a call from the Superintendent of Schools in Wilbraham strongly encouraging us to cancel Super Saturday. In this heightened time of uncertainty around the spread of coronavirus, he is concerned for the health and safety of our participants and the students within the capacity of the school building. We understood and agreed.

- ☐ For the first time, **our March 14th Super Saturday is cancelled**

Review of Last Month's Events

- Shrove Tuesday pancake supper – Susan sent a thank you to all the children that cooked including a book of baking communion bread.

Vestry Retreat

The retreat previously suggested for April will be postponed to a tentative date of June 6, 2020.

ACTION Required – Diane will email the date for a consensus. Suggestions for off-site places to hold the retreat YMCA, Southbridge Library, or Polish American Club.

Upcoming Events

Easter Services

- Maundy Thursday – The service will be included with the Seder Meal.
- Good Friday – Children's station of the cross-story walk, and activity will take place in the morning. A service with reserved sacrament at 7:00 PM. **ACTION Required** - The Prayer Vigil will be coordinated by Lana.
- Easter Sunday – The opening of the vault and the alleluia banner. The children will add flowers to the Easter cross. An invitation will be made to anyone who would like to join the children in flowering the cross.

Family Worship

ACTION Required - Diane will check with Cat about the date for Safe Church training and will email the vestry.

Senior Warden Message

Diane informed the vestry of her health issues.

The Closing – We go out in God's Name

- Closing Prayer – Prayer for critically ill, or facing Great Uncertainty
- Meeting adjourned at 8:50

Next Vestry Meeting

April 15th, 2020

Notice change of date due to the second Wednesday of April being in Holy Week.

Respectfully submitted by Nancy Waugh, clerk pro-temporary.