ST. JOHN’S EPISCOPAL CHURCH

VESTRY MEETING MINUTES

August 15th 2017

**Present:**

Jane Struss, Rosemary Kverek, Lorraine Gagnon, Bridget Nyhan - Junior Warden, Mike Mickelson, Doug Heim - Senior Warden, Matt Haldeman, Paul Newell – Clerk

**I. Approval of Minutes**

Minutes from July 25th were approved.

**II. Report**

**A. Treasurer’s**

The treasurer’s report was not available but Doug gave a précis of the financial situation.

We are behind on the budget. The Rector’s sabbatical and a smaller income from the Spring Event as compared to last year have put a strain on the church’s finances. The result is that we are expecting to draw from endowment but it is not yet clear how much.

**B. Capital Campaign Notes**

Fay Donahue has offered to compile a set of guidelines for the use of the Capital Campaign funds. Doug will work with Fay to submit these to the Vestry.

So far the projects approved have been the Parish House painting and the repairs to the Sacristy.

**C. Building Committee**

We began with a discussion of the possibility of using Capital Campaign funds to build a lift of some sort to allow access to the second floor for church events. It is maintained that this would improve attendance of our events. However the full project would cost much more than in available in the Capital Campaign funds so it was proposed to offer a scaled down version of a lift that does not need a shaft. The estimated cost would be from $36 to $37 thousand. A stair lift is a cheaper possibility but not recommended by the Fire Department.

**D. Warden’s Report**

We have been experiencing low attendance on Sunday service, which is typical for summer.

There were problems with the way a candle was lit on the altar in absence of the Rector. This should be done at 8:00am.

We have been proceeding apace to improve our use of social media.

Gareth Evens will be at the service on Sunday.

The Garden Committee will have an al fresco dinner on the 30th to fund the tree work.

Doug asked Vestry members not to ask new things of Priscilla for the duration of the sabbatical. Also reminded the Vestry that he wanted pictures for the bulletin board.

**III. Business Items**

**A. Building Committee Items**

1. Remote Boiler Monitors

We were asked to approve the purchase of two boiler monitors at the price of $750/ea. **Motion to approve carried**.

2. Internet-Enabled Thermostats

Jonathan McCormack will come back with the prices from Atlantic. Motion to approve purchase up to $2500. **Motion Carried**

3. Accepting Parish House Painting Bid

There was a single bid from John Stanley to complete the painting of the Parish House with 2 coats for $14,000. Painting can begin next week (August). Concerns were raised about the viability of the project at the price but a motion was made to approve the contract with the stipulation that changes could be approved by the Building Committee up to $10,000, with further overruns to be referred to the Vestry for approval. Also stipulating periodic updates from Gray. **Motion to approve carried**

4. Sump Pump Installation

Mike Mickelson is to oversee the completion of this project as previously approved. **Motion to approve carried**.

**B. Social Media Content**

We were asked to come up with ideas for sharing community updates via Facebook. Paul suggested that he could come up with ways of automation the current mail feed (MailPoet) to Facebook and Bridget suggested she could look at how other churches did this.

**C. Charlestown Fund Application.**

We reviewed the new application to the Wynn Foundation for a grant. No motions were necessary.

**IV. Closing Prayer**

We finished with a closing prayer at 8:24pm.

Respectfully submitted,

Paul Newell, Clerk