

**VESTRY BUSINESS MEETING**  
**Dec. 15, 2020 Minutes**

Present on Zoom

Rector: Chad McCabe  
Sr. Warden: Deb Hesek  
Jr. Warden: Howie Gelles  
Treasurer: Janet Wilcox  
Clerk: Cathy Terwedow  
At-Large: Sally Kazarian, Cindee Morin, Aaron Ting

Absent

At-Large: Ted Flanagan

**Consent Agenda: Minutes & Financials**

The November minutes and financials were approved with changes. Discussion points, along with additional financial topics, were as follows:

- Line 4012: The contingency funds line item was intended for unanticipated repairs. The Finance Team will remove it from the 2021 budget as we are not using the line and it is a source of confusion. None of the funds were intended to be moved to a restricted fund.
- Line 4000 on the P&L: Each month, \$125 is placed in the Rainy Day Accrual account (YTD is \$1375; see line 3300.7 on the balance sheet) and moved to a restricted fund. The P&L currently shows \$1250; it will be updated to \$1375 next month. It would be helpful if the line-item names on the Balance Sheet and the P&L were the same.
- Line 4007.1.13: Depreciation is \$400/month. The funds are moved to the restricted account for facility repair (line 3300.8 on the balance sheet) each month. YTD is \$4400.00.
- *Finances.* Nativity's accounts are all checking accounts. None are saving accounts. The vestry voted to approve the move of memorial and restricted accounts to savings with the caveat that the Finance Team should recommend how the money should be invested.
- *Budget.* A final draft is needed far enough in advance of the January 19 vestry meeting that the vestry will have time to study it. The budget needs to be approved before the Annual Meeting on January 24. The new compressor hasn't been paid for yet so we need to add \$4200 to the 2021 budget. We'll leave the bell repair out of the budget.

**Rector**

- *Upcoming services.* We reviewed Nativity's plans for Christmas services and agreed that we should promote our Blue Christmas service to people at other churches next year. Sabina will send out information about the pre-recorded Living Nativity program at St. Stephens. On December 27, we'll join the online service at the cathedral. January services will be all remote. January services will be online only.
- *Vestry reviews.* Chad reminded the vestry to review monthly financials and minutes in advance and email any questions to Janet or Cathy prior to our meetings so that vestry members can be prepared to discuss issues at the meeting. We're all volunteers, and not necessarily subject matter experts.
- *Pledges.* Pledge cards are good symbolism and important for tracking purposes, but Chad asked us to accept verbal pledges as commitments this year (for budget purposes) due to Covid.

**Sr. Warden**

- *2021 vestry recruitment.* Cindee and Sally have completed their terms so new at-large members will be sought. Janet is stepping down but is willing to stay on as an at-large member. Deb, Howie, and Cathy will

run for reelection. Aaron's term is still active. Vestry discernment will be on January 3 (after the service) and on the evening of January 12.

- *Annual Meeting planning.* Sabina needs the leaders' annual reports. Janet will help Deb plan the Zoom meeting. Deb said the diocese has suggestions for running the meeting and taking votes.
- *Godly Play.* Advent lessons are recorded and have been getting good feedback; Deb will record all the Godly Play classes and distribute the links to families.

## Jr. Warden

- *Compressor contract update.* Howie's HVAC contactor sent us the invoice for the 2020 work but has yet to give us a quote for 2021.
- *Christmas lights.* Everyone loves the new outdoor lights! The neon lights on the trunks will come down but the rest can stay up after the holidays. The outlet by the rector's door isn't working so Howie will check on it.
- *Blessings Box.* The Eagle Scout's blessing box is done and installed near the scouts' shed. You can read about it on <https://www.communityadvocate.com/2021/01/13/eleanor-stalcup/>.
- *NEW:* The rector's door doesn't always click shut (w/out pulling it closed). Howie will look into it.
- *Update on Scouts' Back 40 work* – Nothing has been done by the Scouts yet. This project will be held until the spring.

## Women's Ministry

- *Small groups and Bible studies.* After talking to Norma and Jeannie Bruce about their small groups, the vestry decided not to list them on the Nativity website for now. We will revisit the topic when things open up a bit.
- *Women's retreat.* Laurel Coolbaugh will lead the woman's mini-retreat on Zoom, on Saturday, Jan. 23, from 9:30 - 11:30AM. The retreat was renamed "Journeying beyond the Familiar..." Registration will be January 4-17. Deb has a number for a free conference call.

## Miscellaneous Topics:

- *Worcester Fellowship.* Correction: Yvonne Boutte is not stepping down as coordinator.
- 2021 pledge update:

	2020 pledges	2021 pledges		
# Pledge Units:	75	47		8
\$ Pledged:	\$291,439.80	\$186,853.80	\$40,740.00	\$227,593.80
Pledge units compared to 2020 (%):		63%		73%
Dollars pledged compared to 2020 (%):		64%		78%
YoY delta:		-\$104,586		-\$63,846.00
# of new pledge units:		4		
# of increased pledges:		19		
# of decreased pledges:		9		
# of pledge units who moved/left Nativity:		7		
Pledges lost to moves:		\$26,400		

- *PhoneLiveStreaming.* Feedback after the first few weeks of live phone service is positive. Lois Millar says the service works well, Jackie Blair loves it, and the Beaches are interested but have yet to sign up.
- The vestry decided to change the "Nativity Members Only" website title to "Members Portal"

The meeting opened and closed with prayer. We adjourned at 9:09PM.

Respectfully submitted,

Cathy Terwedow, Clerk

UPCOMING DATES:

- Dec. 20: Advent 4, 10:00AM in the hall, mandatory registration at <https://reopen.church/r/HeyolagM>
- Dec. 27: Lessons and Carols service online from the Cathedra;l, 10:00AM on Facebook
- Dec. 29: Next communion delivery
- January services: online only
- On Facebook, <https://www.facebook.com/pg/NativityNorthboro/videos/>. Facebook account not required.
  - Every Sunday: online service, 10:00AM
  - Every Tuesday: "Tiny Desk Concert," 7:00PM
  - Every Wednesday: Facebook noonday prayer
- December vestry meetings:
  - Dec. 1: Vision
  - Dec. 8: Executive
  - Dec. 15: Business
- Other weekly events, contact lead person for a link:
  - Wednesdays: Rachel Manley's bible study, 10:00AM
  - Sundays: Zoom coffee hour, 11:00AM, hosted by Deb Hesek