

VESTRY BUSINESS MEETING
Minutes from Oct. 19, 2021

Present

Rector: Chad McCabe
Sr. Warden: Deb Heseke
Jr. Warden: Howie Gelles
Treasurer: Henry Terwedow
Clerk: Cathy Terwedow
At-Large: Debbie Burke, Tom McDonald, Janet Wilcox

Absent

At-Large: Jeannie Hebert
At-Large: Aaron Ting
At-Large: Ted Flanagan

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Consent Agenda: The September financials were approved as presented. The September minutes were approved via email on 9/24/21.

Finances: Henry agreed to continue as treasurer until next year's annual meeting. Mary Brown volunteered to be the treasurer next year. She will shadow Henry and Linda Knopp through the end of the year. Chad said that Linda will be at Nativity the third Tuesday of each month, from 9AM-2PM. **11/16/21 update:** The date was changed to the second Tuesday of the month to coincide with Chad's monthly staff meetings.

Aligning the financial team. Henry met with Linda to review processes, explain our accrual accounts, provide diocesan contacts, and discuss last year's reimbursement situation. As a result, some funds will be moved from restricted accounts to the operating account to correct previous errors. Linda will send the monthly financials to the financial team (currently, Henry, Cathy, and Dick) the Thursday before each vestry meeting; Henry, in turn, will forward them to the vestry). Linda will talk with Mark Clausen about the proper way to handle reimbursements. Janet will investigate whether the copier could be paid off in one lump sum, rather than monthly.

Trustees. Henry will call the head of the diocesan trustees to discuss moving last year's "surplus" money to the Lov-e fund for reserve, emergency use.

Memorial planters. The fund for the memorial planters is nearly exhausted. Going forward, planter expenses will be budgeted as part of normal landscaping expenses.

Rector: Nativity will hold a Ministry Fair on Consecration Sunday, November 7. Please sign up for a ministry and turn in your 2022 pledge card for blessing by Fr. Chad!

Weekly bulletins. We discussed printing a small number of bulletins in large print and putting the weekly readings and gospel lesson on screen so that fewer bulletins would be needed. We also discussed going back to printing the bulletins once a week, rather than once a month, starting in November so that we could update the prayer lists and weekly flower donations. To minimize errors, we need a volunteer editor/proofreader.

Preschool. Stacy will host the preschool Halloween hunt upstairs. To better integrate the preschool with the congregation (and vice versa), we'll ask Stacy to use Constant Contact for preschool communications and we'll include the preschool parents in special-event emails. We won't include them in our weekly emails because, if they opt out of them, they won't be able to receive the preschool emails.

Family Sunday. Family Sundays are typically the third Sunday of the month but in November, Family Sunday will be on November 28, the first Sunday in Advent. Children will receive an age-appropriate kids' bible. A second copy will be held in reserve at the church for the kids to use at church. The vestry discussed ways to integrate kids with the service, while still allowing them time to attend their Sunday classes.

Senior Ministry. Issues of poor health and a lack of commitment have precluded anyone from stepping forward to lead the senior ministry.

Outreach. We didn't offer nursery care in 2021 so the funds budgeted on Line 4009.3 should be used to fund Worcester Fellowship. Paula talked to the 10 o'clock service; she needs to talk to the early service too.

Living Nativity. Howie needs a month's notice for power, light, and other technical requirements.

Acolytes. Cathy Terwedow volunteered to lead the acolyte ministry. Fr. Michael will be asked to do the training. We could also videotape the training and make flashcards.

2022 Nativity calendar. Chad will complete the calendar this month. Ministry leaders will be asked for their dates.

Other:

- Who could we find to make a video each week to post on social media, announcing what's coming up?
- Wednesday noonday prayer will restart in November.
- Cherie is settling in and learning Constant Contact, Breeze, and Microsoft Publisher.
- Raul is continuing to look for an inexpensive second camera for online worship. Raul is still working on the website, the members' page, and the website instruction manual.

Senior Warden

Sunday School & YoungLife. YoungLife moved to another town, so it is no longer a viable option for our teens. Sunday School classes are going well but varying parental roles mean that Godly Play has different kids each week and JAM is sparsely attended. Could we post short, tempting videos on social media?

Boy Scout bankruptcy. Due to the Boys Scouts of America declaring bankruptcy, sponsoring organizations are potentially liable for potential abuse lawsuits. The United Methodist Church (UMC) advised their member churches not to extend scout charters beyond the end of the year. Errol raised the issue of whether Nativity should be concerned so Deb Hesek sent the question to the diocese for advice.

Prayer Chain. No leader has been found yet.

Stewardship. Jeannie's mailing (return envelope, letter, card) is going out this week. Helping Hands gift cards should be placed in the Outreach mailbox.

Junior Warden. Nothing significant to report.

Other. *Church inventory.* Linda adding a 'Fixed Assets' category to the Balance Sheet. Cherie inventoried the office. The final inventory should include the new chairs and all AV equipment, including the new flat screens.

The meeting adjourned at 8:40.

UPCOMING DATES:

- On Facebook, <https://www.facebook.com/pg/NativityNorthboro/videos/>. Facebook account not required.
 - Every Sunday: 10:00AM
 - Every Wednesday: noonday prayer
- In-person worship: indoors, every Sunday at 8:30 & 10:00AM
- Every Wednesday: Rachel Manley's bible study, 10:00AM
- Oct. 19: Business meeting
- Nov. 6: Diocesan Convention (virtual)
- Nov. 7: Consecration Sunday & Ministry Fair
- Nov. 28: Family Sunday
- Dec. 18: Living Nativity (in some form)