

VESTRY BUSINESS MEETING
Minutes from Nov. 16, 2021

Present

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

Absent

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

Consent Agenda: The October financials were approved as written. YTD expenses currently exceed income by ~\$700. The October minutes were approved with an update to show that Linda Knopp will be in the office the second Tuesday of the month (not the third) to coincide with Chad's monthly staff meetings.

Finances: Cathy gave a summary of pledge intake to-date. We are doing well considering that it's only one week after Consecration Sunday. However, it is still quite early, and we expect this year to be very tight financially.

2022 budget. Dick Jubinville stepped down as finance chair, so Cathy and Henry will work with Deb to draft next year's budget. It will be based on this year's budget and actual P&L and will include pre-Covid events such as Fall Fest. Unfortunately, a deficit (faith) budget is likely. This is bad news because, given that fixed expenses can't be decreased, it's always the "discretionary" programs, such as outreach (the very things the church is here to do in the world), that get cut.

Other. Due to decreased expenses in 2020, as well as the PPP program and the retention of diocesan ministry funds that the Diocese forgave due to Covid, Henry proposed that we move \$50K from the operating account (line 1001) to the trustees account (line 1202) for emergency use. The vestry voted and approved this decision.

An Avidia credit card was set up for Cherie Plante to use for church expenses less than \$1K (eg, office supplies). Janet and Cathy are trying to find out whether the new copier could be paid off in one lump sum to minimize Linda's work cutting checks each month. The rectory internet/cable expenses remain over budget.

Rector: The Christmas worship schedule is as follows:

- **Blue Christmas,** Tuesday, Dec. 14, 7PM
- **Greening of the church:** Sunday, Dec. 19 (the last Sunday of Advent)
- **Christmas Eve,** Friday, Dec. 24, 4PM family service in the hall, 7PM traditional service in the nave
- **Christmas Day:** no service
- **Lessons & Carols:** Sunday, Dec. 26. 9AM ONE SERVICE ONLY
- **Epiphany:** January 6, 8:30 and 10AM
- **January 6:** Services at 8:30 and 10AM, with cleanup following the 10 o'clock service

Preschool. The preschool is a ministry of the church. We want to get Stacy involved with the Easter Egg Hunt, the Living Nativity, and all our activities. We really need a preschool liaison.

Other. The church calendar is half-way done. Chad's monthly staff meetings include Linda Knopp and Stacy Paradise. Raul's last day is tomorrow, Nov. 17.

Living Nativity. This is Nativity's Christmas gift to the community. The vestry was brought up to date on the team's progress, including the status of animals, music, wise men, manger repair, finances (including personal donations to the event for pizza, generators, etc.), and scaffolding/projectors/lights (a \$2K value given gratis by a friend of

Howie's). It was recommended that we conduct an after-action report to include the need for a new donor or dollars in 2022 to cover equipment, etc.

Senior Warden

Family Events. Advent wreath-making will take place after the 10AM service on November 21. Next year, we hope to use real greens and have the preschool participate. December's Family Sunday will be the first Sunday of Advent, Nov. 28. Each child will receive a bible and be recognized at the front of the church.

Leader check-ins. As discussed at an earlier vestry meeting, it's key to keep all our ministries feeling connected and loved. Each at-large member was assigned a group to contact. Group updates:

- Betsy Hummel is really focused on WARM. Everyone else has stepped down from the Women's Ministry.
- Priscilla Gagnon says the Senior Ministry is calling each other but not meeting.
- Norma Brandt says the Wednesday prayer group is doing fine.
- We have no Men's Ministry.
- Bruce Reilly has taken on Outreach, with Paula Hanson focused on Worcester Fellowship.
- Jim Baker will be an advisor for next year's Fall Festival but he will not lead it.
- Blanche Farrell has offered to lead the Prayer Chain Ministry but she is nervous about it. She would like support, especially for handling emails.

Website. The members-only page should be cleaned up.

Junior Warden

Raccoons. Henry walked the property, looking for possible raccoon entrances. The large triangular vents could be the problem as they appear to be in bad shape. He proposed that we contact a contractor and budget replacement vents in 2022 (or replace them with fans through the roof) before calling the PCO to come in. Howie agrees that it's a professional job. Henry will ask whether there is a quick fix for the winter.

Other. The stage was repaired last week. The fire extinguishers and fire control panel are both serviced by the same company; there is no need to change companies.

Other

- Blair Moran agreed to create weekly videos to post on social media. Chad will get in touch with her.
- Cathy hasn't had much luck signing up young people to acolyte. Paula Hanson had the wonderful idea of asking readers to be acolytes. Cathy will follow up.
- The vestry voted to endorse the annual LEM/LEV license renewal of all listed persons. Cathy will sign and return the document to Lainey Hurlbut at Diocesan House.
- Cathy explained the diocesan "Housing resolution." After discussion with Susan Olbon and the vestry, it was determined that no vestry vote was required.

UPCOMING EVENTS:

- 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
- Nov. 28: Family Sunday, first Sunday of Advent
- Dec. 7: Business meeting, 7PM
- Dec. 14: Blue Christmas, 7PM
- Dec. 18: Living Nativity, 6:30
- Jan. 2, 9 & 16: Discernment meetings
- Jan. 23: Annual Meeting