

**CHURCH OF THE NATIVITY, NORTHBOROUGH, MASSACHUSETTS**  
**MINUTES OF THE SIXTY-FIRST ANNUAL MEETING – JANUARY 24, 2021**

The meeting was held virtually and was called to order by Deb Heseck, Senior Warden, at 11:34 am. Father Chad opened with prayer. The clerk declared a quorum with 36 members in attendance on Zoom.

Motions were made, seconded, and unanimously passed to accept the minutes of the 2020 annual meeting and all the ministry reports as written.

**ELECTION OF LEADERS**

Deb Heseck opened the floor for nominations. The following parishioners presented themselves for election. No additional nominations or candidates arose from the floor so a move was made, seconded, and passed for the nominations to be closed. The Clerk was instructed to cast one vote for the slate of nominees for the Convention Delegates and the nominees were elected.

Officers for one-year terms, to expire in January 2022:

- Senior Warden: Deb Heseck
- Junior Warden: Howie Gelles
- Treasurer: Henry Terwedow
- Clerk: Cathy Terwedow

At-large vestry members, with terms to expire in January 2024:

- Debbie Burke
- Janet Wilcox
- Jeannie Hebert
- Tom McDonald

Continuing in service are the following at-large vestry members:

- Aaron Ting (term expires January 2023)
- Ted Flanagan (term expires January 2023)

The Clerk was further instructed to ask for volunteers from the floor to serve as convention delegates this fall. The convention will be virtual. The following parishioners stepped forward:

- Convention Delegate At Large: Howie Gelles
- Convention Delegate At Large: Lois Macek
- Alternate Convention Delegate: Nancy Kimball
- Convention Delegate Vestry: to be named at a future date
- Convention Delegate Youth: none
- Alternate Convention Youth Delegate: none

**APPRECIATIONS**

Fr. Chad extended thanks to all the volunteers who served in so many ways (see pages 50-51 of the annual report). He also gave special recognition to:

- Sally Kazarian & Cindee Morin, whose vestry terms are expiring (flowers will be delivered to them)
- Deb Heseck, for all her support and for being so awesome and helping out in ways no one anticipated this year. Deb was also presented with a ‘Patriotic Employer’ award from the Office of the Secretary of Defense, Employer Support of the Guard and Reserve.
- All those stepping down from ministries, including Janet Wilcox (Outreach), Maureen Pellizzari (Acolytes), Tim Cassidy (Levites), Lisa Phelps (Quiet Days), and Jenny Otto (J.A.M.).

Deb Heseck presented special thanks from the parish, along with gift checks for Chad and Sabina, to the following people:

- Fr. Chad, for all he did to see us through a tough Covid year while also serving with the National Guard at the Holyoke Veterans' Home and in Boston. At Nativity, Chad's above-and-beyond services included creating innovative programs such as communion on wheels and education packets, chain sawing the 'Back 40,' painting, mowing the lawn, and engaging kids with at-home worship boxes.
- Those who kept us connected by delivering communion and working on the reopening committee
- Those who made worship possible, both in person and online: Larry Engholm, Karen & Ethan McCabe, Aaron Ting, Rachel Manley, Binto John, Glen Campbell, Dick Hummel, Maureen & Matt Pellizzari, Makayla Strom, Cathy & Henry Terwedow, Deb Heseck, Karen Zacher.
- Our musicians performing 'Tiny Desk' concerts: Rachel Manley, Binto John, Judy Yauckoes, Dick Hummel, Glen Campbell, Kim Gentry-Meyer.
- Sabina, for keeping everything going.

### **FINANCIAL REPORT**

Prior to the annual meeting, the parish was invited to a dedicated discussion of church finances. Two recommendations were made:

1. That Nativity redo its P&L and income statements to list reimbursements as an offset against expenses, rather than as income
2. That statement line items be named and numbered the same across all documents. Any extraordinary, out-of-regular-cycle income (such as diocesan assistance) should be listed as "Other Income."

Janet Wilcox, Treasurer, presented the 2020 Financial Report, previously approved by the vestry.

- Pledges came in at 97% of budget: \$281K on a budget of \$293K
- Total income was \$376K on a budget of \$324K, including unanticipated diocesan assistance and rental income from Northborough Extended Day Program (NEDP)
- Total expenses were \$327K on a budget of \$317K, including termite control and mandatory sprinkler repair
- We were able to set aside \$4800 for future long-term maintenance and to put \$1500 into our rainy-day fund. Both amounts are for restricted use.
- The financial report is posted online and on the church bulletin board each month. For online access to all church documents, including vestry minutes, financial reports, and the church directory, click on the Members' Portal at the top-right of <https://www.churchofthenativity.org/>. The current password is Jeremiah2911. Contact the office if you have difficulty getting in.

Questions and comments from parishioners revolved around the following topics:

- We are transitioning to a part-time, outside bookkeeper. As a result, bookkeeping expenses (Line 4002.1) will increase by 700%. We will be hiring someone this week.
- Copier leases. Lines 4002.3 and 2011.1 are shown as a \$41K expense and a \$32K reimbursement, respectively. The reimbursement is a buyout of the old copier lease; it will be used to pay off the new copier. The bottom line is that we now have better equipment at approximately the same cost. We're paying off the new lease in monthly increments as there is no financial advantage to paying it off early. The Finance Committee will look into moving reimbursements out of income for future budgets.
- It was suggested that the title of Line 4011.8 be changed to include "enhanced worship equipment" such as TVs.

Dick Jubinville, Financial Chair, summarized the approved 2021 budget (see pages 45-49 of the annual report) and made a few remarks, calling out some of the changes for 2021:

- Pledges are down nearly \$20K to \$268,584 (largely due to moves, deaths, etc.)
- Total projected income down \$5K to \$308K
- The Finance Committee is establishing an accrual account to pay off known expenses and repairs that will be needed in future years (currently "Depreciation")
- Projected expenses are \$312K, down \$5K from last year's budget but down \$15K from last year's actuals
- The projected deficit is \$3556 (1% of budget), which is reasonable since we have money in the bank
- In addition, we have roughly \$40K invested long-term with the diocese in case we ever need it.

**RECTOR'S REPORT**

The following is a brief summary of Fr. Chad's retrospective on this roller-coaster year, a year that began with such hope and promise but which quickly became a full year of Lent and loss. Key events marking the year included the pandemic with hundreds of thousands dead, the importance of George Floyd and Black Lives Matter, and the civic discord and division sewn throughout the election season.

Chad emphasized the following:

In many ways, we're still on Holy Saturday. The light is becoming brighter but it has not blazed completely yet. As we became the church gathered and scattered, we found ways to reach beyond our community, far more than we would have as the church gathered.

Even as people around us died, new life and new life in Christ took place in our parish. This is the glory of the world. Chad called on us to "Carry the Light" of Christ to the world, reminding us that we are still the church and we need to continue to give of our lives (finances, service, and gifts) to Christ. If we defund ministries, we cease to be the church. Share our worship services on social media as that is the easiest form of evangelism there is.

We are more than just worship one hour/week. We are called on to further the work of the church in any way that we can. As challenging as this year has been, let us go back into this year boldly carrying the light. When the call comes to help with a ministry, deeply discern your answer before responding. God calls us to live into our baptismal covenant, to love God and our neighbor.

Stay safe. Stay with holy ways, especially as the nation moves forward. Watch yourselves on social media and in conversation with others. Words matter. We are called to love everyone and to see them in His image. This year, God will do wonderful things for us. He will ask us things we can't imagine. We will be challenged. Don't succumb to fear. Succumb to love. Continue to support the work of the church.

**FURTHER BUSINESS**

Deb Heseck announced that next year's annual meeting will be held on January 23, 2022.

With no further business, the meeting was adjourned at 12:35 with prayer.

Respectfully submitted,

Cathy Terwedow  
Clerk of the Vestry

Approved via email by Nativity's Executive Committee 4/22/2021

To be approved by the parish on January 23, 2022.