

The Episcopal Church of the Good Shepherd
Minutes of Vestry Meeting
November 14, 2021

Members present: Fr. Lance Robbins, Chris Nuccitelli, Pauline Stebbins. Diane Babcock, Jill Daddis, Ed Kushall, Cheri Mascitti, Art Mason, Pam Meyris, Kris Murraray, Dick Robinson

Members absent: Wayne Delperdange, Rev. Barbara Fornalik, Roch Whitman, Bruce Dunn

- Opening Prayers
- October Minutes
- Finance Report
- Liturgy Issues: Seating capacity, masking, bulletins
- Stewardship Update
- 2022 Budget Draft
- New Vestry Candidates
- Timer & Talent Day
- Facilities Report
 - Approve Sexton Job Description & Start Date
 - Basement & Roof Water Issues
 - Exterior Lighting Sensors
 - Winter Prep/Plowing
- New Business
- Lance Parish Updates
- Closing Prayer

The vestry meeting opened with prayers given by Father Lance.

Old Business

The minutes from the last meeting were reviewed and motion made to pass the minutes as received. Motion passed.

Finance Report

Dick R. presented the Balance Sheet first. Jill moved that we move 100,000.00 from the savings account into the Diocesan Invest. Trust Fund. Diane seconded the motion. The motion was voted on the past. There was a large gift donation made to the church and the money was put into the Capital Campaign Fund.

Income and Expense

Our October income was 27,418.00 Our total for the YTD is \$6000.00 more that it was at this time last year. We have 11,819.00 positive income for the month. This is due to the fact that the air conditioner expense was charged to the Capital Campaign fund.

Jill moved that we accept the Finance Report. The motion was seconded by Kris. The motion was voted on and passed.

The new description of the Finance Committee was reviewed. Pam moved that we accept the written description. Chris seconded the motion. The motion was voted on the past. Dick Robinson will be the chairperson of this committee.

Budget Draft

To start the draft the vestry was asked for any priorities that they had for the 2022 budget. Their request was to keep the budget the same except to look at where the budget may have to be increased. The budget was developed from the October YTD figures. The 2021 Budget was 270,000. The 2022 proposed budget is 308,502. This is a great first draft. As far as expenses are concerned the thought is that the utilities may go up. Income may be a stretch for 2022

A discussion followed about what to do with the PPE loan forgiveness money. The group felt that this money should not be used to run the church but rather should be used to help those in need. Kris moved that we move the funds in the PPE Loan account into an Outreach Liability account for any Outreach needs. Jill seconded. The motion was voted on and passed. This will mean that the current Outreach account will have a 0 balance.

New Business

Kim Yourch came to the meeting to give an update on the basement and roof water issues. We have had the basement flood at least 3 times this summer. We now have mold on the walls. Kim had a contractor come into the church and look at the basement and the damage that was caused due to flooding. The contractor gave Kim a price of \$2050.00 to do the following work in the basement: the large rooms will be painted; the damaged drywall will be removed and repaired. The drywall will be 2" off of the floor. The main hallway has mold and that will be scraped off the wall and the walls will be painted. The kitchen will also be painted.

Jill moved that we approve \$2500,00 for the above estimate of the contractor for flood damage in the basement. Ed seconded the motion. The motion was voted on and passed. Thank you, Kim and Tom Yourch, for helping us get this estimate. When we have a timeline for the repairs, we will have to have everything moved out of the area so the contractor can complete the work.

A letter of Support for Roch Whitman from Good Shepherd to be presented to the Diocese as our support of Roch moving forward with his program. The letter was passed around to all of the members for their signatures

The meeting was adjourned due to lack of time to finish the agenda. The next meeting will be November 30 at 6:30 PM in the Parish Hall.

Father Lance ended our meeting with prayers.

Submitted by Pamela Meyris

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Minutes of Vestry Meeting
November 30, 2021

Members present: Fr. Lance Robbins, Chris Nuccitelli, Pauline Stebbins, Diane Babcock, Ed Kushall, Cheri Mascitti, Art Mason, Pam Meyris, Kris Murrary, Roch Whitman,

Members absent: Rev. Barbara Fornalik, Jill Daddis, Wayne Delperdange, Dick Robinson, Bruce Dunn

Agenda

- Opening prayers
- 2022 Budget review and approval
- Stewardship: Pledge Sunday feedback
- Liturgy Issues: seating capacity, masking, bulletins
- New Vestry Candidates
- Time and Talent Day
- Facilities Report
 - Approve Sexton job description and start date
 - Basement and Roof water issues update
 - Exterior lighting sensors
 - Winter prep/plowing
- Old Business
- Closing Prayer

A second vestry meeting occurred in November due to the fact that the November 14 meeting could not be completed in the designated timeline.

Father Lance opened the meeting with prayer.

Old Business:

The 2022 operating budget will be approved at a later date. This will give Stewardship time to collect their data from the Stewardship drive.

Stewardship

We currently have sent letters to 188 “units”
85 pledges have been received
That is a total of 45%
14 pledges are new
51 pledges have increased
7 pledges have decreased
So far 220,776.00 has been received
50 “units” have not responded
68,414.00 is las year’s pledge for 50 listed above
The average pledge is 2567.00.
289,190 potential income (adding what we have now as well as the
outstanding (if equal to last year)
In January the Stewardship committee will start contacting members.

The Annual Meeting is January 16, 2022.

Liturgy Issues

If we stay the course, as the services have been going, we will start to run out of seating for our Christmas liturgies. The vestry discussed many options for these services and the following schedule was agreed upon: Christmas Eve – 4:00 PM and 8:00 PM services; Christmas morning service will be held at Good Shepherd at 10:00 AM; Lessons and Carols will be 12/26/21 at Good Shepherd at 10:00 AM.

For Christmas there will be a TV set up in the Narthex and the services will be lived streamed and recorded. What we will do for these services is take the signs down for seating restrictions however masks will still need to be worn. We will pass the plate and there will also be a stationary plate.

New Vestry candidates: Peter Rothfuss has agreed to join us. Chris N. will ask Kathy Stokes to join us. We still need 2 more people.

Time and Talent Day

It was discussed that it would be a good opportunity to have this day before and after the Annual Meeting.

Sexton job

Ed moved; Cheri moved that we accept the Sexton job description. The motion was voted on the passed. Chris N. will start as our Sexton in January 2022.

There has not been a definite time line for the work to start in the basement. We have received a written estimate for the work.

The current outside lighting sensors will be changed to timed sensors.

Mary Kay Butera will continue with us for winter plowing and grounds prep.

New Business

Kris M. stated that she has enjoyed her time serving on the Vestry. Would it be possible to start looking into replacing the locks on the outside doors? They are very hard to lock.

Cheri mentioned that Dick R. is leaving as treasurer and thought it would be nice to recognize him at the Annual Meeting. Kris and Chris will get ideas. Also it would be nice to recognize Sharon White for all of her help in the finance office for so many years.

Our next Vestry meeting will December 14 at 6:30 PM. It will be a hybrid meeting; you can come in person or participate by Zoom.

Parish updates

Horce B. is not doing well

Jeanne W. is home

Joe B. is home and doing well.

Lance has done 5 baptisms and 1 memorial service.

The meeting ended in prayer lead by Father Lance.

Submitted by Pamela Meyris

