

**St. John's Episcopal Church**  
**Minutes of the Vestry Meeting**  
**March 22, 2021**  
**Held via ZOOM**

**Present:** Joseph Claro, Laura Daly, Veronique Dulack, Sara Coles, M.B. Witt, Mary Davis, Hunter Brown, David Gillespie, Bob Futh, Andris Kalnins, Larry Littlefield, Fr. Geoff Hahneman  
**Absent:** Joan Beattie, Susan McFeely (both excused)

**Opening Prayer**

Fr. Hahneman opened the meeting with a prayer.

**Voting on Minutes of the February 22, 2021 Vestry Meeting**

The Vestry approved the minutes.

**Treasurer's Report**

Mr. Littlefield reported that our finances are stable and steady, with costs coming in at less than income earned. Specifics pointed out:

- The audit will be sent to Ms. Donna Corey next week
- YTD pledges are at 40% of goal vs. 38% YOY
- The Easter Fund totals \$1,900 as of 3/22/21

Mr. Littlefield gave an update on our application for a second PPP loan. Based on the bank's recommendation, the amount of the second application is \$19,700, which is the same as our initial PPP loan, which has been forgiven. The application was sent to the SBA last week.

**Foundation Report**

Ms. Davis informed the Vestry that the application to the Historic District Commission concerning the in-kind restoration of the Church doors and awning on the east door is due March 29. Ms. Davis is working with Mr. Pleasance to develop/submit drawings and color choice for the awning (a color which will make the awning unobtrusive). Mr. Futh suggested that the application mention that these repairs will make the church entrance handicap accessible. Ms. Davis and Mr. Pleasance expect to appear before Commission to seek approval of the plans. Ms. Davis does not anticipate any problems with the approval processes. It is hoped that work will begin in May after bids/selection of contractors are made. While there is funding available for these repairs from existing funds in the Foundation, the Foundation may use this as an opportunity to raise additional funds to cover the cost of this project.

**Property Report**

Ms. McFeely was excused from this meeting, but Mr. Littlefield noted that the heating system was serviced and that the Rectory lease was extended through July.

**Priest-in-Charge Report** Fr. Hahneman reminded the Vestry that it is the role of the Vestry to approve the creation of committees and the role of the priest to appoint the members of the

committees. He reviewed the formation of committees approved at the February Vestry Meeting and his selection of chairs/co-chairs:

#### Finance

Mr. Littlefield will chair this committee and populate it.

#### Property

Ms. McFeely will continue to chair this committee.

#### Christmas Bazaar

Ms. Witt and Ms. Littlefield will serve as co-chairs.

In addition, Fr. Hahneman proposed and the Vestry approved the creation of the following additional committees: Solar Project Committee

This committee will explore and report on the feasibility, appropriateness and economic parameters of an installation of solar panels and batteries, and it will oversee the execution of any approved project.

#### Music Committee

This committee will consider and make recommendations to Fr. Hahneman about the future of the music program. Mr. Brown, Ms. Coles, and Ms. Daly expressed interest in being appointed to this committee. Fr. Hahneman underscored the advisory nature of this committee and noted that although the Vestry decides on the amount of the music budget, the priest makes all of the decisions about the scope, nature and personnel of the music program.

#### Worship

Fr. Hahnemen and the Vestry discussed the return of in-person worship. As Washington and the surrounding towns are still listed as in the red vis-a-vis covid, Fr. Hahnemen wishes to wait until he is confident conditions will support long-term reopening.

#### **Spring Training**

This annual gathering provides fellowship and useful information to those making decisions for their parishes, morning prayer training other classes about the spiritual and physical care of a parish. Due to covid, this year's gathering will be online. Fr. Hahnemen recommended that the Vestry take advantage of these classes and provided a link for registration.

#### **Habitat for Humanity**

Fr. Hahnemen reminded the Vestry that this organization owns property in the New Preston area and already has one home ready for occupancy with 2 more houses scheduled to be built. He also mentioned there was aa ZOOM gathering on 3/23 at 4PM to discuss the efforts of this group and encouraged the Vestry to attend.

#### **Concerns**

Ms. Dulack asked for guidance in fulfilling outreach efforts given the current and difficult practicalities due to covid and the need to increase our reach into the local community. There was also a discussion regarding our own parishioners, and how we can have a greater connection with them. The following solutions were proposed:

- A Google document will be created to provide more structure in planning outreach activities. Mr. Claro and Ms. Witt volunteered to take this on.
- The formation of a Social Outreach Committee to help Veronique identify needs of the local community. Ms. Davis, Mr. Claro, Ms. Dulack, Fr. Hahnemen, Ms. Coles and Ms. Witt volunteered for this committee.
- The formation of a Pastoral Committee to bolster our connections with each other. These efforts would include Eucharistic visits, meals, and providing rides when needed, with an approach that is personalized. Ms. Daly offered to head this committee.

### **Closing Prayer**

Fr. Hahnemen adjourned the meeting with a prayer.