

St. John's Episcopal Church  
Minutes of the Vestry Meeting  
August 8, 2021  
Held In-Person

**In Attendance:** Hunter Brown, Sara Coles, Mary Davis, Veronique Dulack, Bob Futh, David Gillespie, Fr. Geoff Hahneman, Andris Kalnins, Susan McFeely, MB Witt, Joseph Claro, Larry Littlefield

**Absent:** Joan Beattie, Laura Daly (all excused)

**Opening Prayer**

Fr. Hahneman opened the meeting with a prayer.

**Voting on Minutes from June 27, 2021 Vestry Meeting**

The Minutes were approved.

**Finance Committee Report**

Mr. Littlefield reported that approximately 75% of the pledges for 2021 have been received. He noted that application to have the outstanding PPP loan forgiven would be commenced in September. The PPP loan amount is \$19,700.

Mr. Littlefield described the need for hiring a technical consultant to enable personnel to have remote access to the parish's computer network, for updates to the network and internet provider, and for new computers. Mr. Gillespie made a motion to approve the hiring of a technical consultant and replacement of the parish's computers, as recommended by the technology committee. The motion was unanimously adopted

**Foundation Construction Update Report**

Ms. Davis reported that the restored doors for the east side entrance have been installed, and that the work appear to be of high quality. She will follow up on the awning, which is intended to be installed over that entrance. Work on the front doors will be completed as the workmen are able to fit it into their schedules.

Ms. Davis noted the need to paint the inoperative door to the sacristy, and the vestry unanimously approved painting and any necessary restoration to that door. She also mentioned exploring the possibility of restoring the mortar and stonework around the east side entrance.

**Property Report**

Ms. McFeely reported that the Rectory tenants have now moved in and are paying rent at the rate of \$5,250 per month, plus utilities. She thanked Melinda Dubow for assisting in procuring the tenant, as well as Ine Laverge and others who assisted in readying the rectory for rental. Preparing the rectory involved a number of repairs and maintenance items, including removal of a substantial dead tree. She also described having to attend to various maintenance items for the rectory after the new tenant moved in, including failure of the air conditioning, the dishwasher failing to operate, failure of the blinds and plumbing leak causing a collapse of plaster in the 1<sup>st</sup> floor bathroom.

It was noted the cottage will be vacated and made available to the new OCM, beginning when his contract commences in September. Some work on the cottage will be required to make it ready for the OCM. It was noted that work is in process to install a separate water meter for the cottage.

**Warden's Report**

On behalf of the parish, Mr. Gillespie thanked Ms. McFeely and the many helping hands and contributions that went into preparing the rectory for rental and for obtaining a new tenant at an attractive rental amount

**Priest-In – Charge Report**

Fr. Hahneman discussed the need for additional help with the parish office, and with improvement of the parish's web page. He encouraged submitting notices about community events to include in the web page. He has interviewed one potential person to assist in the office and is interested in considering other candidates.

There was some discussion about use of the "blue room/choir room." Fr. Hahneman expressed in his interest in making this room available to the choir and new OCM, and Mr. Futh expressed a strong opinion that the choir be made available to the new OCM as soon as possible. Ms. McFeely explained that the room is currently being used to accumulated items for the upcoming Holiday Fete, and that it would be available as soon as that event is completed, in early December. Fr. Hahneman stated that the new OCM is very flexible, and that he will happy to work around the constraints imposed by the upcoming Fete.

Fr. Hahneman closed the meeting with a prayer, and we wished him well on his upcoming vacation.