

A meeting of the Vestry was held via Zoom beginning at 7:30 p.m. on January 26, 2021. Present via Zoom: Jon Yenney, Ned Travis, Gene Goff, Steve Jackson, Peggy Spinozzi, Josh Ilgen, Bill Kilgour, Marilyn Hastings, Sarah Deacle, Patty Earhart, Drew Beck (Rector's Warden), Maeve Vogan, Father Mike, Phil Tatem

Absent: none

The meeting was opened with the Vestry Prayer by Marilyn.

MINUTES.

Old Business:

1. The December 15<sup>th</sup> Vestry Meeting Minutes were reviewed.
  - a. Ned made a motion to approve the Minutes, subject to adding two account numbers to be provided by Phil. Passed Unanimously.
2. There were no e-votes in between meetings.
3. Sidewalk project – Gene updated that Steve is being delayed in project completion.
  - a. Escrow is still being held by the township until project is completed.
  - b. Marilyn made a motion that we add a commitment to Steve's contract to complete the work by the end of April, which seems feasible. Passed unanimously.
4. PPP Loan Forgiveness – Phil updated that the gov't has informed us that the loan will be forgiven.
5. Stewardship – Phil/Sarah – Phil noted that we have 101 pledges now.
  - a. We are about \$57K below last year, with the total being about \$228K currently.
  - b. Phil expects us to end up about \$25K below last year's commitment.
6. Treasury Report – Phil. Phil went on to the Treasury Report which had been distributed.
  - a. Gene made a motion to accept the Treasury Report. Passed unanimously.
7. Statement of Operations – Phil also reviewed the end of the year statements which had been distributed.
  - a. We had over \$500K in income receipts last year.
  - b. Peggy made a motion to approve this year end statement. Passed unanimously.

New Business:

8. Parochial Report – Father Mike covered this. There have been some changes to the report, partly due to the Pandemic situation, virtual services, etc.
9. Live Streaming – Father Mike discussed this. The Bishop wants all parishes to have live streaming in place by 2030. The Diocese is contributing \$2500 per parish to get this set up. We at St. James' want to convert now, as it will greatly streamline virtual services and save much time with edits, retakes, etc. especially for Lauren.
  - a. Father Mike discussed the two ZNH Technologies bids that he had circulated before the meeting. One with TV and one without. It is difficult to find providers in this area for smaller projects such as this. Father Mike asked that we waive the need for 3 bids in this situation, due to limited choices and the desire to have the system in place before Easter Week.
  - b. There will be some training involved, and we will have to sort how to load the words into the system to display with the service, which we are told can be done.
  - c. We are able to leverage our existing audio system, which is a plus.
  - d. The camera will be mounted under the balcony, and it can be remotely controlled and moved to different positions.
  - e. The TV is not needed at this time, so we decided to focus on the lower cost proposal. The cost would be just under \$8,000, and we would recover \$2,500 from the Diocese, making our portion about \$5,500.
  - f. Sarah made a motion to accept the proposal without the TV, which passed unanimously. To be charged to account # 5031002 – Capital Improvements.

10. Communications Issues – discussed by Drew and Father Mike.
  - a. Drew discussed reaching out to all parishioners to touch base and help the parishioners feel connected to St. James’ at this challenging time.
  - b. Lou had arranged this a previous time, and he has a short document with key points to cover which he will forward to Vestry members. He needs Vestry current emails, so please provide to him.
  - c. Father Mike will be working on communications to the parish.
  - d. There was discussion of identifying a techie contact or two that could help parishioners who may have troubles navigating to our YouTube channel.
11. Annual Meeting – was discussed. The meeting will again be via Zoom, and it will be on April 18<sup>th</sup>.
  - a. 2 p.m. is being considered as the most accommodating time.
  - b. Father Mike asked that Annual Reports be completed by the end of February, to facilitate the Annual Meeting preparations.

Commission Area Reports:

1. Buildings & Grounds – Gene
  - a. Gen noted that there had been repairs to the well at the Glebe House, which is part of the heating system.
2. Communications – no report this month.
3. Outreach – Peggy provided an update.
  - a. A written report from Carole was distributed previously.
  - b. There was discussion that, with the additional clients and donations, we are generating more cardboard than the trash/recycling service can handle. We discussed shifting to weekly pick-up.
  - c. Outreach will get a new price on this, and we can have an e-vote to approve. The issue will also be reviewed with the Outreach Board.
  - d. Jon made a motion to approve the Outreach report. Passed Unanimously.
4. Education – Father Mike reported
  - a. Father Mike noted that Lauren had distributed a written report to the Vestry (note, please add Jon to the distribution)
  - b. Ned made a motion to approve the Education report from Lauren. Passed unanimously.
5. Parish Life
  - a. Maeve and Ned continued the discussion about having Zoom foyer gatherings and coffee hours. There was discussion of having breakout rooms for special topics. They are working on a plan to pilot this approach to keep the parish involved and connected.
  - b. There was discussion about how to stay in touch with some parishioners who may not have internet access. Maeve and Ned will look into how to best reach out to these folks and keep them engaged in our community.
6. Ned made a motion to adjourn our meeting. Passed unanimously.

Our virtual Vestry meeting was closed with a prayer, and adjourned at 9:10 p.m. Our next meeting will be held on February 16<sup>th</sup>, via Zoom.

Respectfully submitted,

*Jon Yenney*

Jon Yenney, Secretary of the Vestry

February 17<sup>th</sup>, 2021