

Present: Linda Bourque, Sandy DePlonty, Bruce Lynn, Ruth Neveu, Gin Mannisto, Cal Woodard

Absent: Steve Stiling, Johny Stephens

1. Opening Prayers: Meeting was called to order at 11:24 am. Cal said the opening prayer.
2. Review Agenda: Two items added to the agenda: 7 & 8.
3. Public Comment: None
4. Ministry Support Team – Met once in November as opposed to twice. Will meet again the first Thursday in December.
5. Review/Approval of Vestry Minutes October 17, 2021 – Motion to approve the October meeting minutes made by Bruce Lynn by with a second by Cal Woodard. No opposition or abstentions, motion carried.
6. Treasurer's / Endowment – report placed on file.
7. Staff Duties/Hours/Pay: Cal Woodard, junior warden, will communicate with Pam on staff hours to ensure that staff are paid according to hours worked if less than the expected 15 hours/week. Cal would like to get a group of volunteers set up to take care of the fire exit snow removal, leaving the main doorway snow removal as part of the sextant duties. Discussion held on office hours and that it might make sense to allow Pam to work from home again and possibly cut the days in the office down to one day a week. This might help with efficiencies and Pam could take care of what she needs to actually be onsite for on the one day. Cal and Ruth will talk with Pam and see if this would help and what her preference for number of days onsite and which day(s) would make the most sense. If the decision to work more from home is made, we would need to post the new onsite and offsite hours so members know when they could reach out to her. Question arose on whether it is possible to transfer the church phone to her home phone only during her "office" hours at home. Not sure if this is a possibility.
8. Bulletin Insert Cost Discussion
 - Vestry was informed by the Administrative Assistant that Church Publishing no longer manages the lectionary inserts that are placed in the bulletin each week. Another company has taken over and we will notice, starting the first week of Advent. The print will be much larger which will mean that every insert will now need to be folded to be placed in the bulletin. With the larger print, comes the larger price. The price of the inserts has almost doubled, going from about \$55 to \$102. Shipping has doubled as well to \$18. This price will be roughly every quarter.
 - The question for the vestry was "Do we want to continue using these inserts with the price doubling or should we look at alternatives with members using bibles for the readings instead?"
 - The vestry felt that even though, the price has doubled, that it is still reasonable enough to continue with the inserts and not have people trying to find pages for readings. The thought was that many people get more from the readings by being able to follow along and get more from the sermons with these inserts. The assumption is that we already order a minimum amount and feel the convenience and attention to the readings and the sermon with this tool is worth the price. The group also felt that the larger print would actually be nice. The inserts could be handed out as a full page as well if that is more efficient than having to fold them to place them in the bulletin. Motion made by Bruce Lynn with a second by Cal Woodard to continue to have the inserts. No opposition or abstentions, motion carried. Will make sure we increase the line-item budget for this in 2022.

9. Committee Reports

- a. Christian Education – Funds to feed the children who depend on the food from the schools was the decision for the pop can money. Susan spoke last week for the other outreach item telling the congregation that if they wish to, we will be collecting unwrapped toys that Susan will bring to the Salvation Army for distribution to needy families.
- b. ECW Report - None
- c. Outreach – Included with Christian Ed above

10. Senior Warden's Report

- Discussion held regarding what time we would like to have the Christmas Eve service this year. The recommendation was to have carols at 6:30 and service at 7:00. Bob has Karly McLean lined up for singing.
- A member of the church asked the group if the number of vestry members should be reduced. Discussion held regarding how other church's handle vestry duties and decisions and if we should change the whole model, the number of vestry members or anything else. After much discussion, the group felt that we would like to keep the status quo for now. Anyone is always welcome to attend the meetings and present their comments. Overall, the group feels that we have thoughtful conversations, the ability to listen and make decisions. With this decision, we do need to recruit two members for the vestry, beginning in 2022 as Linda Bourque and Ruth Neveu will be completing their terms of service.
- Ruth Neveu also had a request for the vestry to review the policy and personnel manual and update it, as necessary. Discussion ensued as to the need for an update. Could it be pared down? Do we still need it and if so, should it still be in the same format or something else?
- Ruth Neveu does plan to continue on after her vestry term is complete as the clerk of the vestry with Sandy DePlonty as a fill in if Ruth has to be absent for any reason. The group thanked Ruth for volunteering to fill the clerk of the vestry position.

11. Junior Warden's Report:

- Part of this report was conducted in the staff duty discussion in the prior agenda item.
- Bob Aldrich met with Cal Woodard this past Friday to talk about getting the church ready for Christmas. The request was to have two trees in high altar, two wreaths in high altar (artificial), lighted garland on rail, placement of nativity scene in right front pew, decorated pews where we sit, window candles, four bows up front, Christmas tree for children for Salvation Army gifts, flowers and poinsettia placement may be minimal. Cal Woodard has contacted Seldon Collins to get her input on the poinsettias. Cal Woodard has plans to set up the trees at the high altar and to set up anything that may only take one person to avoid a group of people congregating together. He will then make a list and make assignments to those who respond to the workbee.
- Some of the help needed will be decorating Christmas trees, design, fabricate and place pew bows, garland for windows on candles if we choose to do that. Purchase wreaths, poinsettias, how many and how much. Workbee is currently scheduled for 12/5/21 after the 10am service. How in-depth do we want to go with the bows? Would be great if we had a list of what still needs to be done so we can recruit volunteers. Discussion on this was held at the MST as well. Gin stated that Hillary Galey is willing to help with poinsettias. Concern is that we do not want a bunch of people together working due to the Covid numbers still in our county and our state. Discussion was that it might be nice to just do this gradually and have it fully developed by Christmas Eve. Cal Woodard and Ruth Neveu are going to meet and just do the majority of this to avoid the big crowd. The group felt that we could

just allow Cal to use his judgement and Ruth said she would help.

- Need to approve a dollar amount for wreaths, kind and how many. Discussion held that it would probably be best to purchase a LIVE wreath for the outside and artificial for the inside. Motion made by Linda Bourque with a second by Bruce Lynn to budget \$300 for Cal to make the wreath purchases for Christmas. No opposition or abstentions, motion carried.
- Cal is also looking into putting something under the candelabras to catch the wax.
- Problem with LIVE Poinsettias is that someone needs to water them, so we want the timing to be right for getting them if we want to go that route. Buying them the day we have the workbee might be good or maybe we could buy them now and keep in entryway. There is a thermostat in the entryway that could be set at 40 to allow us to buy them early while they are still available. Gin felt that it might be nice to have Advent decorations be a little more minimalistic and show the full decorations for the Christmas season (Christmas Eve and the next two Sundays). Discussion may be held at the MST too, just for a little differentiation on Christmas Eve, maybe not light any of the lights until Christmas Eve???
- Some of the necessary masonry work has been completed Cub McCord and he has been paid \$2,000 of the \$4,000 budgeted for this project. The rest will be done in the spring for the additional \$2,000 budget. Cub would like to use a pressure washer to spray out the old grout. Linda Bourque said he would need to be cautioned to STOP if it the grout starts for fall out as this could cause a bunch of problems and increase the price substantially. Cub and his partner did fix the front steps. They then went around church to survey the rest of the stonework. Two of the buttresses that had the holes in them have been filled in. He did say that there is potentially a lot of work to do. The other big problems will be addressed with the next \$2,000 and then we will need to decide if we want to continue with additional repairs. Question was asked if it might be possible to put some type of sealant on the church as part of this project. The east side of the church is the area of greatest concern right now. Hugh Anderson recommended this contractor to us, and Cal has been pleased with the work and the service thus far.
- Ryan Avaril replaced the storm windows on west side of the church that had broken glass as a result of the snow and ice. These have been replaced with a really heavy plexiglass window that is able to be removed by a firefighter, in the event of an emergency. Some of the inside windows are painted shut, so we are considering replacing the inside windows too. Thought is that this might be good for ventilation and functionality. Cal will look at this in the spring. Soo Builders can build these windows for us and then the carpenter could put them in.
- Group thanked Cal for how much work he is doing for all of these projects.

Old Business

1. Honor/Thank the Killin Family: Discussion held on who we would even send a thank you note to. Though this is not necessarily something we have done in the past the discussion was that if it were one of their family members that left an organization a substantial donation that they would like to know that the organization was grateful and appreciated it. It was decided that a thank you note would be send to the great niece, Terri Parker asking her to share our thankfulness with the rest of the Killan descendants. Sandy DePlonty will write and send this card to Terri. More discussion was held on how to recognize Arthur Killan for this generous donation. The group felt that rather than naming or renaming an item in the church that we would research how much a plaque might cost that would instead show thankfulness for this and any future substantial gifts. Ruth will research the cost for a plaque and then what we want the verbiage to be will need to be decided.

New Business

- Next Vestry Meeting – Sunday, December 19, 2021 – 11 a.m.
- Gin will be putting out an invitation for a Zoom social time for anyone who might be interested. Will be the first or second Tuesday of December.

Adjournment and Closing Prayers

- Motion to adjourn made by Linda Bourque with a second by Bruce Lynn. No opposition or abstentions, motion carried.
- Meeting adjourned at 1:14 pm

Respectfully submitted,



Sandra DePlonty
Treasurer