

All Saints Church Vestry Minutes
Tuesday, August 20, 2019

Present: Rev. Bill Bradbury, Laura Barry, Dave Kuzara, Cynthia Bennett, Liz Landers, Tracey Blanchet, Linda Ouellette, Linda Coles, Laura Geary, Bob Friesner, Nico Charbonnier, Jennifer Dowd, Mary Cooney

Absent: Donald Van Dyne

Dinner Host: Dave Kuzara

Fellowship-Story sharing

Contemplative Prayer-Silence

Opening Worship: Nico

Audit Presentation: Betsy Hirst (Audit Report Attached)

*2018 Audit completed: Committee consisted of Betsy Hirst, Diane Olbert and Chris Baron.

*Restricted Accounts were placed in a separate savings account on 06-25-18 (page 12).

*Diocese Investment Trust Account Endowment showed a balance of 403,845.40 with a discrepancy of \$29,947.91. \$28,865. was net gain loss during 4th quarter, \$82.80 is being researched. (page 13)

*Betsy reviewed recommendations from last year that have been implemented and comments and recommendations of current year auditors. (page 14-15).

Regarding #10, Bob asked if we have written personnel policies. Betsy indicated there are some for the Sexton and Administrative Assistant, but not all.

MOTION: "Move to accept 2018 Audit Report" MSC Bob/Liz

Living Stones Parish Hall Kitchen Renovation Presentation: Living Stones Team (Handout)

*Presentation regarding three options: Minimal, Middle and Full Vision Renovation.

*The Minimal Vision Renovation is what is required by the town to receive certification.

Counter top on the island would be stainless steel; that counter is too long for a seamless Formica countertop. Other counters would remain Formica. Dumpster would be enclosed.

*Discussion regarding kitchen door replacement, and option for keyless entry. Consult with Chelmsford Lock and Key. Cost of keyless entry would be included in Living Stones quote.

*Commercial Stove/Oven discussion: \$3,500. for gas burners vs. \$11,000. for electric start.

Explore maintenance contract for periodic cleaning of new stove and grease traps.

*Additional discussion regarding dishwasher and 3 bay sink replacement, modifying existing cabinets, replacing linoleum floor and storage closet reorganization.

*Time Frame: 5-6 weeks. May need to close kitchen for about 2 weeks. Liz mentioned that Feeding Program leaders need to be contacted. Suggest that it be done before Christmas Fair and Pie Baking fundraisers.

MOTION: "Move to authorize the Living Stones Capital Implementation Committee to disburse \$46,059.00 to fund the Full Vision (Option 1) Parish Hall Kitchen Renovation to be performed in accordance with the plan as presented to the Vestry. Furthermore, the Wardens are authorized to establish a legal contract with a Contractor determined by the Implementation Committee to accomplish this work on terms as presented to the Vestry." MSC Liz/Laura G.

Signage: Nico (Handout)

Quotes for (2) 24" x 24" sign panels, hardware and installation from Hogan Sign Company (\$659.95) and Express Sign (\$525. or \$875.) depending on material. Further discussion postponed to September. The Vestry will also view exact location of signage at September's meeting.

Monthly Items

a. Acceptance of Minutes

Correct spelling of Barbara Wilson to Barbara Willman.

MOTION: " Move to accept minutes from June 18, 2019 with above correction."

MSC Laura B./ Dave

Sent to office on Sept. 2, 2019

b. Thank you notes: Jennifer Dowd

Suggestions for thank you notes will be emailed to Jennifer.

Area Updates

a. Stewardship:

No report

b. Worship:

No Report

c. Parish Life:

No report

d. Church School: Laura B.

No Report

e. Living Stones

See Kitchen Presentation above

f. Outreach

No report

Treasurer's Report

\$6,000.00 taken out of savings to cover payroll.

Two major pledges were paid in full. Suggested that this fact should be mentioned in the Sunday bulletin's Key Financial Data-Year to Date column.

MOTION " Move to accept July Treasurer's Report as presented."

MSC Bob/ Nico

Junior Warden's Report

Taking the summer off from Parish Hall marketing plans. Will have a better idea of how to proceed when the kitchen is renovated.

Senior Warden's Report

Will be approaching the roof as a fix with a maintenance contract rather than replacement.

Rector's Report

According to Brian Hunter, there are no old photos of the church front lawn landscaping.

There are four newcomers to All Saints this summer.

Vince and Jeannette Freeman's son passed away.

Open prayer for concerns/celebrations

Closing Prayer: Rev. Bill

Next Meeting: September 17, 2019

Host:

Opening Prayer: Liz Landers

Closing Prayer: Dave Kuzara

Thank You notes:

Respectfully Submitted
Mary Cooney, Parish Clerk