

# THE PARISH OF THE ADVENT

## MINUTES OF THE VESTRY

**Type:** Regular Meeting

**Date:** July 16, 2020

***Via Remote Communication***

A regular meeting of the Vestry of the Parish of the Advent was held on the sixteenth day of July, *anno Domini nostri Iesu Christi* 2020, via remote communication through Zoom, the Rector presiding.

The following fourteen members of the Vestry were present, thirteen of whom were present at the meeting's commencement, thus constituting a quorum:

The Rev'd Douglas E. Anderson (Rector)  
Mr. C. Thomas Brown (Rector's Warden)  
Mr. Paul J. Roberts (People's Warden)  
Mr. Adam C. Rutledge (Treasurer)  
Mr. Frederick A. Ou (Clerk)  
Miss Lynda J. Blair  
Mr. John M. Boyd  
Miss Amanda W. Daley  
Mr. Thatcher L. Gearhart  
Mr. Dustin E. Henderson  
Dr. David E. Lapin  
Dr. Philip W. Le Quesne  
Mrs. Carolyn P. McDermott  
Mr. Francesco M. Piscitelli

The Rector, after ensuring that all those participating could hear each other and be heard by one another at the same time, called the meeting to order at 6:00 p.m. and offered an opening prayer.

### I. APPROVAL OF THE MINUTES

The Rector presented the minutes of the last regular meeting of the Vestry, held on June 18, 2020. After review, upon motion, duly made and seconded, it was

**RESOLVED**, that said minutes be approved with the following modification:

The second resolution of the Vestry in Section 2.2 is amended to specify that the total cost of Ms. Ott's interment license is \$2,500.<sup>1</sup>

## **II. RECTOR'S REMARKS**

The Rector announced that he planned to send a letter to the Rt. Rev'd Alan M. Gates, Sixteenth Bishop of the Episcopal Diocese of Massachusetts, requesting that the Parish be given the blessing of Bishop Gates to resume distribution of Communion to the laity. A draft of this letter was circulated among the Vestry, and after review, it was approved without objection.

## **III. REPORT OF THE TREASURER AND FINANCE COMMITTEE**

The Treasurer reported that as of the half-year mark, Parish revenue and expenses were in line with expectations. He also noted that although other Episcopal dioceses had provided rebates or remissions to parishes for their annual diocesan assessment, it did not appear that the Episcopal Dioceses of Massachusetts had any similar plans at this time.

Mr. Rutledge also stated that the Parish had completed the time period during which restrictions were imposed on it in relation to its Paycheck Protection Plan (PPP) loan. The Rector's Warden added that a recently disclosed list of recipients of PPP loans that included the Parish had also listed numerous other peer churches, which should provide the Parish with additional reassurances that taking a PPP loan was not an extraordinary act given the circumstances.

## **IV. REPORT OF THE STEWARDSHIP COMMITTEE**

Mr. Piscitelli, Co-Chairman of the Stewardship Committee, reported that the Committee was happy with the current state of the Parish's income from pledges. He hoped that pledge contributions will continue to come in from parishioners over the summer, and then pick up into the fall as greater normalcy resumes regarding in-person services and other activities at the Parish. Mr. Gearhart, Co-Chairman of the Stewardship Committee, added that only a few people had expressed that they may not be able to fulfil their original

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<sup>1</sup> Mr. Ou was not present for, and thus did not vote on, this resolution.

pledge, which is a very good situation given the current circumstances. Furthermore, the Committee still had six significant lapsed pledges from previous years that it planned to look into. The Rector also noted that half-year pledge statements will go out to parishioners soon.

## **V. REPORT OF THE PROPERTY COMMITTEE**

**5.1 Rectory.** Mrs. McDermott, Co-Chairperson of the Property Committee, reported that the Parish received approval from the City of Boston to tie in the Rectory's rain gutters to the City's storm system and this had already been completed. In addition, the Rectory's upper windows had been painted, while work on the Rectory's backyard seating area would begin next week.

**5.2 Honeybees.** Mrs. McDermott reported that some dead honeybees had been found inside the church and a hive subsequently discovered high up outside the church near what had previously been the Rector's study. Since honeybees are a protected species, however, they could only possibly be removed, rather than exterminated. After consultation with honeybee experts, it was determined that the Parish should simply monitor the situation for now; later, an infrared camera may be brought in to determine the hive's extent and thus inform any additional steps to be taken to address the issue. The Rector added that the Rev'd Moses N. Buyondo, Deacon, Resident Custodian, and Assistant Sexton, had not found any more dead honeybees as of late.

**5.3 Glass Repair.** Lastly, Mrs. McDermott reported that Serpentino Stained Glass, a stained-glass restoration and conservation specialist in Needham, Massachusetts, had repaired a window in the Parish office, as well as taken the panel commonly known as "The Expulsion from Eden" from the Lady Chapel for repair work that had been previously delayed due to COVID-19.

## **VI. REPORT OF THE ADMINISTRATION COMMITTEE**

Dr. Lapin, Chairman of the Administration Committee, reported that although the Vestry had previously authorized the Rector by resolution passed at its June 18, 2020 meeting to eliminate the position of Senior Sexton, and said resolution had provided that this was to be done no later than August 1, 2020, this deadline now appeared to be an overly optimistic one. Instead, Dr. Lapin suggested that said deadline be amended to September 1, 2020. Upon motion, duly made and seconded, it was

**RESOLVED**, that the Rector be authorized to eliminate the position of Senior Sexton, at his discretion, by September 1, 2020, instead of August 1, 2020.

Dr. Lapin also stated that the Administration Committee was in the process of finishing the Parish's new employee handbook—once it is complete, it will need to be reviewed by an employment lawyer. The Rector's Warden noted that the Parish had already retained an employment lawyer who had previously worked with Trinity Church in the City of Boston, a fellow Episcopal parish, who could conduct said review once the employee handbook was complete.

## **VII. REPORT FROM THE WARDENS**

The Rector's Warden reported that he and the Treasurer were in the process of completing the necessary paperwork in order for the Parish to actually receive the funds due to it from the estate of Mrs. Nancy E. Macmillan, a late member of the Parish, such as for opening a separate account for the receipt of said funds, which subsequently could be closed thereafter.

## **VIII. ADJOURNMENT AND BENEDICTION**

There being no other business to consider, upon motion, duly made and seconded, the Vestry voted to adjourn the meeting.

The Rector offered a benediction, whereupon the meeting adjourned at 6:36 p.m.

I attest that the above is a true record of the Vestry meeting held on Thursday, July 16, 2020.

Respectfully submitted,

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Frederick A. Ou,  
Clerk