

THE PARISH OF THE ADVENT

MINUTES OF THE ANNUAL MEETING

Type: Annual Meeting

Date: January 26, 2020

Place: 30 Brimmer Street, Boston, Massachusetts

Pursuant to a duly issued warrant, an Annual Meeting of the Parish of the Advent was held on the third Sunday after the Epiphany, being the twenty-sixth day of January, *anno Domini nostri Iesu Christi* 2020, in the Nave, Mr. C. Thomas Brown, Senior Warden, presiding.

Present in the Choir with the Senior Warden were Mr. Paul J. Roberts, Junior Warden, Mr. Adam C. Rutledge, Treasurer, and Mr. Frederick A. Ou, Clerk. Present in the Nave were the Rev'd Jay C. James, Associate Rector, the Rev'd Daphne B. Noyes, Deacon, the Rev'd Moses N. Buyondo, Deacon, Resident Custodian, and Assistant Sexton, and a quorum of the Parish's members.

The Senior Warden called the meeting to order at 10:19 a.m. Those present sang *Come, Holy Spirit, heavenly Dove* from *The Hymnal 1982*, and the Senior Warden then offered a prayer.

I. REPORT OF THE SENIOR WARDEN

The Senior Warden noted that the time of transition between rectors is always difficult on a parish, especially its clergy. He gave particular thanks to the following:

- The Rev'd G. Truman Welch, Interim Rector.
- The Rev'd Daphne B. Noyes, Deacon, for her long service to the Parish.
- The Vestry, especially Mr. Eric T. Baldwin for his two terms of service thereon.
- The Search Committee, chaired by Miss Lynda J. Blair.
- The Administration Committee, chaired by Dr. David E. Lapin.
- The Property Committee, chaired by Mr. Thomas J. and Mrs. Carolyn P. McDermott, especially for their tremendous work on the Rectory.

In addition, the Senior Warden also expressed his gratitude for the opportunity to serve as Warden during this period.

The Senior Warden stated that orientation had already begun for the Rev'd Douglas E. Anderson, Rector-elect, and invited parishioners to talk with and learn more about

Fr. Anderson and his family. The Senior Warden reminded those present of the importance of the Parish working together with the new Rector, instead of relying upon the Rector to do all things by himself. Finally, the Senior Warden urged the Parish to keep in mind the importance of faithful pledging to the Parish's finances in order to avoid overreliance on the Parish's endowment—that it is our collective responsibility to ensure prudent stewardship of the Parish's financial resources, as well as to volunteer our time and talents.

II. TREASURER'S REPORT

The Treasurer noted the many individuals involved in the financial stewardship of the Parish, including the Parish's successful 2018 audit, thanking in particular the Finance Committee, especially Mr. Thatcher L. Gearhart, chairman thereof, as well as the members of the Parish's finance office, Mr. Joseph Brown, Comptroller, and Ms. Kelly Walsh, Bookkeeper.

For 2019, the Parish's finances came in roughly on budget, with overages in some areas, particularly maintenance and repair, which were balanced out by underspending in other areas, such as visiting clergy and Christian education (which continues to be an aspirational budgetary category). The work on the Rectory had also been coming in on budget. Furthermore, there was a very strong response to the Parish's recent campaign for increased pledging, although the Treasurer remarked that the Parish's endowment continued to make up an increasing percentage of the Parish's overall income, and emphasized the need for the Parish to maintain balance between these income sources moving forward.

For 2020, the Treasurer stated that a balanced budget had once again been created. The 2020 budget reflected that this year would be a transitional year with a new Rector, and the Finance Committee will work with Fr. Anderson to ensure that any necessary adjustments are made during the year to reflect the Rector's priorities. The Treasurer also mentioned that approximately \$65,000—a lower amount than usual—had been designated for the Parish's capital account, but that the size of the Parish's annual contributions to its capital account is expected to normalize over the next couple of years.

The Senior Warden also reiterated that the Wardens and Vestry remained focused on fiscal responsibility, concentrating efforts on reducing excessive spending at the Parish and allocating funds appropriately based on Parish priorities, and would ensure that Fr. Anderson has a clear understanding of the Parish's budget as part of his orientation process.

III. REPORT OF THE ADMINISTRATION COMMITTEE

Dr. Lapin and Ms. Julianne E. Turé, on behalf of the Administration Committee, reported that the Committee had reviewed all non-liturgical aspects of the Parish, and presented a strategic plan to the Vestry. Related efforts had included producing an organizational chart, interviewing and hiring a new Parish Administrator, and working to upgrade old technology and better utilize technology at the Parish in general.

After review of the Committee's strategic plan, the Vestry had approved two goals to focus on for each of the categories of Administrative Function and H.R.; Community, Mission, and Education; Facilities; Finance; and Technology, Systems, and Processes. For example, these goals included reining in maintenance spending and working with the Sextons to better define roles and create a greater sense of ownership at the Parish.

Now that Fr. Anderson had arrived, the Committee will work with him moving forward on these non-liturgical priorities. Additionally, Dr. Lapin and Ms. Turé acknowledged the other members of the Committee and Mr. and Mrs. McDermott for their help throughout this process.

IV. REPORT OF THE SEARCH COMMITTEE

Miss Blair, Mr. John M. Boyd, Mr. Dustin E. Henderson, and Ms. Betsy R. Madsen, on behalf of the Search Committee, provided an overview of the Committee's activities. The Parish's profile had been approved in the spring of 2019, and applications had been requested in June 2019, closing on August 10, 2019. Thirty-three applications were received, which were distributed and reviewed in detail by all Committee members, and for which each Committee member had an opportunity to express his or her thoughts and feelings on each candidate. Six semifinalists were chosen to be interviewed by telephone, and four finalists were eventually chosen. The Committee then conducted on-site visits of each candidate at his or her home parish, as well as invited the four finalists and their respective spouses to come to Boston to meet the Vestry and the Rt. Rev'd Alan M. Gates, Sixteenth Bishop of the Episcopal Diocese of Massachusetts. Finally, at the Vestry's regular meeting on November 11, 2019, the Committee presented its recommendation that the Parish call Fr. Anderson as its sixteenth Rector.

Each of the four then gave individual remarks on the search process in turn. Miss Blair thanked all of the Committee members, as well as the Wardens, Mr. Kyriell Palaeologue, and Mr. Kyle C. Pilaes, for their countless hours and assistance. Mr. Henderson observed that Fr. Anderson was a very prayerful person who understands that the primary purpose of a parish is the worship of God and who embraced all parts of the church. While visiting Fr. Anderson's last parish, Saint James Church, Texarkana, Texas, Mr. Henderson also noted that while located in a small town, the parish had been filled to

capacity. Ms. Madsen commented that Fr. Anderson had a great sense of outreach—not only did Saint James Church, Texarkana have a school and homeless shelter connected to it, but Fr. Anderson always made great efforts to meet everyone and remember and call each person he met by name. Finally, Mr. Boyd discussed how striking it had been to witness the Committee find such common ground despite the great diversity of its members. He relayed how the Rev'd Barry E. B. Swain, Rector of the Church of the Resurrection, New York, New York, who had led the Committee's retreat, had stressed that the Committee should not view the search process as a series of job interviews, but instead as a process to discern whom God had already chosen to serve as the Parish's next Rector, and described how this exhortation had guided the Committee throughout the search process.

The Senior Warden added that the decision to call Fr. Anderson had been the fruit of much hard and prayerful work, and that this represented a real consensus conclusion by the Committee.

V. APPROVAL OF THE MINUTES

The Senior Warden presented the minutes of the Parish's last annual meeting, held on January 27, 2019. After review, upon motion, duly made and seconded, it was

RESOLVED, that the minutes of the Parish's 2019 annual meeting be approved as submitted.

VI. NOMINATIONS FOR PARISH OFFICE

The Senior Warden, on the Nominating Committee's behalf, provided the following names, who were offered, seconded, and placed into nomination for Parish office:

- *For Vestry (four full terms):* Mr. John M. Boyd, Mr. Thatcher L. Gearhart, Mr. Christopher M. Laconi, Dr. Philip W. Le Quesne, Ms. Betsy R. Madsen, and Mrs. Carolyn P. McDermott
- *For Treasurer:* Mr. Adam C. Rutledge
- *For Clerk:* Mr. Frederick A. Ou
- *For Delegates to the Diocesan Convention (and the Boston Harbor Deanery):* Ms. Julianne E. Turé and Mr. Nicholas T. Westberg
- *For Alternate Delegate to the Diocesan Convention (and the Boston Harbor Deanery):* Mr. Robert D. Scholten

VII. ADJOURNMENT AND GRACE

All business provided for in the warrant for the Annual Meeting being addressed, upon motion, duly made and seconded, the Parish's members voted to adjourn the meeting. The Senior Warden offered a recitation of the grace and those present sang *Faith of our fathers! living still* from *The Hymnal 1982*, whereupon the meeting adjourned at 11:15 a.m. pending the counting of the vote.

VIII. ELECTION TO PARISH OFFICE

Those Parish members present voted for nominated candidates for Parish office by secret ballot. Following the 11:15 a.m. Mass, the tellers retired to count the vote, and it was determined that the following persons were elected:

- *Vestry*: Mr. John M. Boyd, Mr. Thatcher L. Gearhart, Dr. Philip W. Le Quesne, and Mrs. Carolyn P. McDermott
- *Treasurer*: Mr. Adam C. Rutledge
- *Clerk*: Mr. Frederick A. Ou
- *Delegates to the Diocesan Convention (and the Boston Harbor Deanery)*: Ms. Julianne E. Turé and Mr. Nicholas T. Westberg
- *Alternate Delegate to the Diocesan Convention (and the Boston Harbor Deanery)*: Mr. Robert D. Scholten

I attest that the above is a true record of the Annual Meeting held on Sunday, January 26, 2020.

Respectfully submitted,



Frederick A. Ou,
Clerk