

THE PARISH OF THE ADVENT

MINUTES OF THE VESTRY

Type: Regular Meeting

Date: January 21, 2021

Via Remote Communication

A regular meeting of the Vestry of the Parish of the Advent was held on the twenty-first day of January, *anno Domini nostri Iesu Christi 2021*, via remote communication through Zoom, the Rector presiding.

The following thirteen members of the Vestry were present, twelve 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
Dr. David E. Lapin
Mrs. Carolyn P. McDermott
Dr. Brent D. Nelson
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 6:01 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 December 17, 2020, and the minutes of the special meeting of the Vestry held on January 7, 2021. After review, upon motion, duly made and seconded, it was

RESOLVED, that the minutes of the Vestry's December 17, 2020 meeting be approved as submitted.

RESOLVED, that the minutes of the Vestry's January 7, 2021 meeting be approved as submitted.

II. REPORT OF THE TREASURER AND FINANCE COMMITTEE

The Treasurer reported that the Parish's final 2020 financial numbers had ended up within a few thousand dollars of what had been projected, which was good news. Additionally, Mr. Joseph Brown, the Parish's Comptroller and Bookkeeper, was in the process of completing the Parish's forgiveness application for its Paycheck Protection Plan (PPP) loan. The Treasurer also reminded the Vestry that the Parish now had a brokerage account through which it could accept donations of securities, noting that some recent pledges had been in this form.

III. REPORT OF THE STEWARDSHIP COMMITTEE

Mr. Piscitelli, Chairman of the Stewardship Committee, reported that to date, 172 pledges had been received for 2021, including fifty-two increased pledges, which had largely offset those pledges that had decreased. Furthermore, the Parish had also received sixteen brand-new pledges amounting to approximately \$30,000. The Committee was now focused on closing the remaining gap of approximately \$70,000 from last year's pledge total, deriving from roughly thirty pledges from 2020 that remained outstanding. To this end, Mr. Piscitelli announced that a final, formal appeal for pledges for 2021 had been initiated by electronic mail directed toward those pledgors from 2020 that had yet to make a 2021 pledge, with said appeal also reprinted in the upcoming Sunday bulletins and edition of the Rector's Parish-wide, Friday newsletter.

The Rector also added that generally, based on his conversations with clerics at many other Episcopal parishes across the country, the Parish remained in a good financial situation comparatively given the current, pandemic-related circumstances.

IV. REPORT OF THE PROPERTY COMMITTEE

Mrs. McDermott, Co-Chairperson of the Property Committee, reported that the work related to the Rector's new first-floor office was complete pending the imminent arrival of the Rector's desk. The Committee continued to review

and garner pricing proposals for potential property-related projects, including the possible refurbishment of the Parish's kneelers, and the repair or replacement of the dilapidated sections of the Parish's front, wrought-iron fence. In addition, the Rector stated that the Rev'd Moses N. Buyondo, Deacon and Sexton, was in the process of surveying the various items currently stored in the Parish's basement in order to identify detritus that may be discarded.

V. REPORT OF THE ADMINISTRATION COMMITTEE

Dr. Lapin, Chairman of the Administration Committee, reported that the remaining open issue related to the Parish's employee handbook, i.e., whether to allow part-time employees to participate in the Parish's lay pension plan, raised a couple of important questions. First, given that the Parish offers its full-time employees the opportunity to participate in said pension plan, whether the Parish has the discretion under applicable law to decide if part-time employees, as a class, should be able to participate in said plan or not. And second, if the Parish does have such discretion and indeed decides to offer to its part-time employees the option to participate in said pension plan, whether the Parish must offer such option to all part-time employees, or may select to whom among its part-time employees it offers such option. The Committee planned to discuss these questions with Anita Lichtblau, Esq. of Casner & Edwards, LLP, who has been advising the Parish in the creation of the employee handbook.

VI. RECTOR'S REMARKS

The Rector relayed the contents of a missive from the Episcopal Diocese of Massachusetts providing that the imposition of ashes by the clergy on Ash Wednesday this year is *verboten*.

VII. REPORT FROM THE WARDENS

The Rector's Warden reported that there was nothing of particular note to report.

VIII. ADJOURNMENT

There being no other business to consider, upon motion, duly made and seconded, the Vestry voted to adjourn the meeting, whereupon the meeting adjourned at 6:24 p.m.

I attest that the above is a true record of the Vestry meeting held on Thursday, January 21, 2021.

Respectfully submitted,

Frederick A. Ou,
Clerk