

THE PARISH OF THE ADVENT

MINUTES OF THE VESTRY

Type: Regular Meeting

Date: February 18, 2021

Via Remote Communication

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

The following fourteen 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
Mr. Dustin E. Henderson
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 January 21, 2021. After review, upon motion, duly made and seconded, it was

RESOLVED, that the minutes of the Vestry's January 21, 2021 meeting be approved as submitted.

II. REPORT OF THE TREASURER AND FINANCE COMMITTEE

The Treasurer reported that the one month's data available so far did not allow for any reasonable conclusions to be drawn regarding the Parish's finances, especially given the ongoing pandemic. Work continued to be done related to the Parish's forgiveness application for its Paycheck Protection Plan (PPP) loan, and the Treasurer still expected that all or substantially all of such loan amount will be forgiven.

Mr. Gearhart, Chairman of the Finance Committee, also explained that the Treasurer, Dr. Ryan D. Taliaferro and Mr. Daniel R. Rasmussen, Parish members, and he, currently serve as trustees of the Trustees of Donations to the Protestant Episcopal Church, one of two fund managers utilized by the Parish. Mr. Gearhart said that the Treasurer's presence is particularly important thereon, since Mr. Rutledge is the only trustee currently serving who is also a trustee professionally. The Parish's strong representation thereat is helpful in ensuring the prudent stewardship of the funds that the Parish has entrusted to the Trustees.

III. REPORT OF THE STEWARDSHIP COMMITTEE

Mr. Piscitelli, Chairman of the Stewardship Committee, reported that to date, approximately \$520,000 had been pledged to the Parish for 2021, which represents about 93.5% of the amount from 2020—an excellent position for the Parish to be in at this point in time. 182 pledges had been received for 2021, including fifty-four increased pledges, whose amount pledged had more than offset the amount of the pledges that had decreased. Furthermore, the Parish had also received nineteen new or renewed pledges.

Since the Vestry's January 21, 2021 meeting, about fifty percent of the gap between the total pledged for 2020 and the total pledged for 2021 had been closed, and further pledges for 2021 are expected to come in over time. Mr. Piscitelli was quite pleased at the overall results of the Parish's 2021 campaign so far, and gave special thanks for the efforts related thereto of the other members of the Stewardship Committee, Mr. Gearhart, Mr. James D. Singletary, Parish Administrator, and Ms. Julianne E. Turé, Parish member.

IV. REPORT OF THE PROPERTY COMMITTEE

Mrs. McDermott, Co-Chairperson of the Property Committee, reported that the Parish House steps are scheduled to be repaired during the Park Street School's spring break, which is March 13–28. She also stated that the Committee had received a report on the status of the Parish's injection wells and related monitoring points, which said that movement was as expected, and therefore there do not seem to have been any adverse consequences thereto from an earthquake that had impacted the local area on November 8, 2020. Moving forward, Mr. Richard K. Lyerla, the Parish's property manager, will be responsible for monitoring the injection wells.

V. REPORT OF THE ADMINISTRATION COMMITTEE

Dr. Lapin, Chairman of the Administration Committee, reported that Mr. Singletary had completed the required "Safe Church" training from the Episcopal Diocese of Massachusetts. A schedule will be set up to ensure that other employees for whom this training is required will duly complete it as well, and the Committee will double check whether this requirement also applies to the Parish's part-time employees. The Committee will also be meeting soon to review the action items from its report to the Vestry of recommendations, originally presented at the Vestry's July 25, 2019 meeting. The Committee will assess the current status of its recommendations from said report and reassess its recommendations to the Vestry as to priorities moving forward.

VI. RECTOR'S REMARKS

The Rector provided an update on personnel matters at the Parish. He also mentioned that the clergy were discussing tentative plans for the fall of 2021. It is hoped that circumstances will be more normal by then, but all plans remain subject to future updates from the Diocese regarding COVID-19-related guidance.

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 6:30 p.m.

I attest that the above is a true record of the Vestry meeting held on Thursday, February 18, 2021.

Respectfully submitted,

Frederick A. Ou,
Clerk