

St. Andrew's Episcopal Church

Vestry Meeting

May 22, 2018, 7:00 p.m.

Farmer Hall

Vestry Members in Attendance: Junior Warden Gary Cimmino, the Rev. Shariya Molegoda, Laura Downes, Anastasia King, Ray Hencir, John Armstrong, Colleen McHugh Heflin, Louise Beecher, Maeve Merkle-Scotland, Matt Valentine, Mark Tardie, and Nancy Karas.

Absent: Jane Kraus, Senior Warden Gary Naegel, and Mark Auletta.

Opening Prayer and Dwelling in the Word: Mark 4:1-20

Minutes

Ray Hencir moved to accept the minutes of the April 2018 meeting as amended. The motion was seconded by Mark Tardie and approved unanimously.

Rector's Report

The Rev. Shariya Molegoda said she would be away four Sundays as she was leaving for her annual trip to Sri Lanka on June 4 and would return July 1.

During that time the Rev. Esther Chaboff would serve as supply clergy on the 10th and 14th for two services. The 10th will have communion services at 8:30 and 9:30 a.m., while the 11 a.m. will be a morning prayer service. On the 17th, the 8:30 a.m. service will be morning prayer, while the 9:30 and 11 a.m. services will be communion services. All three services on June 24th will be morning prayer. On July 1, the Rev. Rachel Thomas will celebrate communion services at 9:30 and 11 a.m., while the 8:30 will be morning prayer. Rev. Molegoda noted that Rev. Thomas was donating her services free of charge.

Rev. Molegoda also noted that Music Director Grant Underwood would be away on June 24th and July 1st. She also shared with the vestry an extensive list of parishioners who should receive pastoral calls during her absence.

Retreat Follow-Up

Laura Downes said she would provide her notes on the retreat and would present an organizational chart of vestry liaisons.

Picnic

The annual outdoor service and church picnic will take place at 10 a.m. June 3rd at the Surf Club. Parishioners were asked to bring their own chairs.

Human Resources

Anastasia King reported that the Human Resources Committee had met once and would meet again after the Rev. Molegoda returned from her annual vacation. It is working on processes to get paperwork in order and redefining job descriptions.

Buildings and Grounds

Gary Cimmino said that he was waiting for the town's health inspector to provide the specifications for replacing the church's failing septic system.

He also reported that lock boxes had been placed on air conditioning units so that unauthorized persons could not manipulate the temperature and thereby affect the church's electric bill.

Cimmino also recommended that a cleaning fee be added to the rental fee charged for outside organizations who used Farmer Hall on weekends.

Safety

Ray Hencir reported that the police had made a good presentation on security to the pre-school staff. He said that access to the school was the problem, but that the school and church did not have the staff to watch the doors. He said he was looking into acquiring panic buttons for use by the school and Sunday ushers.

Treasurer's Report

Treasurer Colleen McHugh Heflin said that a finance committee consisting of herself, Bill Downes, Kristen Garnett, David Karas, and Gary Naegle has been created. It has met once and was scheduled to meet again in June.

McHugh Heflin reported although income was \$8,800 more than had been anticipated, expenses were higher than had been budgeted, too, resulting in a \$7,736 negative variance. Most of the extra expenses were in the area of buildings and grounds - \$3,705 over budget – utilities - \$1,890 over budget – and salaries and benefits - \$3,480 over budget – office expenses - \$1,428 over budget due to the purchase of

a computers and software. On the other hand, McHugh Heflin said, the church's preschool operation posted a \$12,000 positive variance that could be used the offset the deficit in the church's operations.

McHugh Heflin said she had asked Martha Hoffman to come speak about the status of Call to Care Uganda. St. Andrew's is currently supporting two Ugandan orphans – the other two having aged out of the system.

Finally, she said, a new tracking system has been put in place for the Stop & Shop Gift Card program. Nine hundred dollars have been raised through the program so far this year. The card program is budgeted to produce \$4,000 in income this year.

Raise the Roof

Matt Valentine reported that six St. Andrew's parishioners had volunteered to work June 30 on the Raise the Roof/Habitat for Humanity project currently underway in New Haven.

Adjournment

The meeting adjourned at 9:15 p.m. on a motion by Louise Beecher that was seconded by Gay Cimmino.