

Minutes  
St. Andrew's Vestry Meeting  
May 18, 2021

Wardens and Vestry present: David Blanchard, Christine Benken, Priscilla Glendinning, Marilyn Cheney, Cindy Freese, Rachel Zoller, Seth Stewart, Sally Pearce, Ed Ross, Lili Pugh, Edie Vaughan

Rector: Suzannah Rohman

Also present: Bruce Krause

1. Opening
  - a. Opening Prayer
  - b. Check-in
2. Reports and Action Items
  - a. Approval of Minutes from April 20, 2021 - approved
  - b. Property Committee – Christine Benken
    - i. A heat pump hot water heater has been installed and is working.
    - ii. The painter wants to start at the end of this week. The amount in the budget is \$7,000, but the work will cost \$9,400. The increase was approved.
    - iii. The Committee is now meeting once a month.
  - c. Treasurer's Report and Change in Benefits for Linda Blanchard and Sean Fleming
    - i. Key numbers to report for January through April of 2021 are:
      1. Pledge receipts are in excess of the prorated budget for the first four months of the year.
      2. Operating expenses are equal to or below the prorated budget except heating cost, which is to be expected.
    - ii. There are no known concerns regarding the operating budget.
    - iii. The final open item from the 2019 audit concerns the need for a Financial Procedures Manual. This point has been addressed with a manual now in the church office. The introduction to the manual was provided to the Vestry; comments and suggestions will be appreciated.
    - iv. Sean Fleming and Linda Blanchard have signed and returned their revised employment agreements. In addition, they have enrolled in the Affordable Care Act and, effective June 1, will no longer be on St. Andrew's medical plan. A few details remain to be addressed. Sean and Linda have been very cooperative during the process.
3. New Business - none
4. Old Business
  - a. Vestry Hosted Zoom Coffee Hour – Edie Vaughan reported that attendance is still sparse (3 or 4 a week) but she continues to think the coffee hours worthwhile. The Vestry will discuss again next month.
  - b. Christian Formation – Suzannah Rohman reported on a range of activity.

- i. Sacred Ground has started. There are 13 in this group and it will be offered again starting in January.
  - ii. Byron Stuhlman has expressed interest in leading a class.
  - iii. Over the summer, Suzannah plans to meet with local clergy about collaborating on programs for area children and youth.
- c. Communications and Technology Update – Seth Stewart reported that the new website is up and running. He asked that comments be provided to the church office. He also reported that we need new/recent pictures to put on the website and encouraged all to find pictures they have taken and/or take new pictures. Seth then volunteered that he is stepping down from the committee and Suzannah asked if anyone would like to replace him.
- d. Reopening – Suzannah Rohman
  - i. Bruce Krause joined the Vestry and shared his opinions on vaccines and reopening.
  - ii. The Vestry then reviewed the current state of regulations/guidance from federal and state governments and the Diocese of Maine and the resulting options for St. Andrew's.
  - iii. The Vestry made the following decisions for the remainder of May and the month of June. Reopening will again be discussed at the June Vestry meeting.
    1. Effective immediately, St. Andrew's groups may meet inside the building or many continue to meet on Zoom or outside if the group is not yet comfortable meeting inside. Beginning on May 24, fully vaccinated people are not required to mask inside the building. Unvaccinated people and those who don't yet have full immunity must mask for these inside meetings.
    2. Beginning Sunday, May 23, fully vaccinated people are no longer required to wear masks at our outside service. No social distancing is required, though you may do so if you are more comfortable. Unvaccinated people and people who are vaccinated but not yet fully immune must continue to wear a mask.
    3. Beginning Monday, May 24, fully vaccinated people are no longer required to wear a mask inside the St. Andrew's building. Social distancing is not required, though you may do so if you are more comfortable. Unvaccinated people and people who are not fully immune must continue to wear a mask.
    4. On May 23 and May 30, the Service Schedule will remain the same with Zoom at 10 am and an outside celebration of the Holy Eucharist at noon.
    5. Beginning Wednesday June 3, there will be a weekly 10am Celebration of the Holy Eucharist with Healing. We will not yet be laying on hands, but will have healing prayers and anointing for those who wish. We will not be receiving wine or hugging or

shaking hands at the peace. Social distancing will not be required. Vaccinated people are not required to wear masks but may do so if they wish. Unvaccinated people and those who are not fully immune must wear masks.

6. Beginning June 6, 2021

- a. 8 am Celebration of the Holy Eucharist Rite I – Inside the church, no social distancing, music but no singing. We will not be receiving wine or hugging and shaking hands at the peace. Vaccinated people do not have to wear masks (but may). Unvaccinated people and those who are not fully immune are required to mask.
  - b. 10 am Celebration of the Holy Eucharist Rite II – Outside the church, no social distancing, congregational hymn singing. We will not be receiving wine or hugging and shaking hands at the peace. Vaccinated people do not have to wear masks (but may). Unvaccinated people and those who are not yet fully immune are required to masks. (Because there will be singing, the vestry decided to continue to require the unvaccinated to mask.)
  - c. No one will be checking vaccination status. We will assume that people are being truthful.
- e. Henry Vaughan Fund – Last month’s resolution was revised, and the revision approved by the Vestry. It now reads as follows:
- i. The principal and any accumulated income of the Henry Vaughan Fund, except for the annual DFMS distribution, be used for:  
The restoration, replacement, or major repair of the interior or exterior of the historical original church building (excluding mechanical systems and furnishings such as the altar and pews), the surrounding grounds, and the Organ if the cost cannot be reasonably paid from operating funds.
  - ii. The annual distribution from the Fund by DFMS may be used for any capital projects approved by the vestry.

5. Expressions of Gratitude

- a. Ed Ross – for his work in creating a financial procedures manual.
- b. Sean Fleming – for his work in the development of St. Andrew’s new website.
- c. Sean Fleming and Linda Blanchard – for their collaboration in reviewing and restructuring their employment contracts and benefits.

Respectfully submitted,  
Cindy Freese