

Minutes of the St. Andrew's Vestry Meeting
October 28, 2025

In Attendance:

Suzannah Rohman
Sara Sandberg, Sr. Warden
Kelley Kash, Jr. Warden
Tanya Albert
Bob Lundein
Rita McKinney
Laura Blanchard
Ruth Piper
Kirk Holbrook
Marek Pruski
Ed Ross, Treasurer

Absent:

Alex Pugh
Martha Elliott

1. Opening Prayer/Reflection

The meeting was called to order at 5:00 pm. Sara led us in singing all the verses of Doxology to open the meeting. Kelley will give next month's reflection. The group welcomed Marek to the vestry.

2. Reports and Action Items

- a. Meeting Minutes Review: The vestry approved the September minutes.
- b. Treasurer's Report: Kelley presented Ed Ross's report. The 2026 budget will go to the vestry in November and be voted on in December. Wardens agreed with Ed that financial statements will be presented quarterly to the vestry but reviewed monthly by the Finance Committee. The Treasurer's report was approved.

- c. Property Committee Report: Bob Lundeen reviewed his notes, which are attached to the minutes.

3. Old Business

- a. 9am Sunday Worship Service: Sara facilitated the discussion, presenting findings from email feedback, online survey data, and notes from last Sunday's congregational meeting. Members contributed their perspectives, insights, and recommendations. Following a thorough and thoughtful dialogue, the vestry unanimously resolved to reinstate two services: an 8am Rite I service without music and a 10am Rite II service with music, commencing on the First Advent (November 30). Additionally, the vestry decided to include a conversation on strategies to preserve the positive momentum observed during the recent summer period on the November agenda.
- b. Wednesday Service: Suzannah is contemplating making changes to broaden its appeal, while still offering a healing service portion. She noted that the first Wednesday service and luncheon have been very rewarding.
- c. Matching Gift Memorial Garden: Sara reported that the donor agreed to put off the matching campaign until after the stewardship campaign.
- d. Policy on Parishioner Gifts and Initiatives: Tabled until next meeting.

4. New Business

- a. Tiding schedule: Sara noted that upcoming events include Alex talking on wells and septic systems on 11/16 and Suzannah sharing her Canadian rail trip experience on 11/23.
- b. Suzannah recommended the Vestry Retreat be scheduled in January. She will email members to confirm their availability.
- c. We agreed to hold the November and December vestry meetings will be on 11/25 and 12/16.

5. Expressions of Gratitude

To Sara, Kelley and the entire vestry for “steering the boat” during her Sabbatical...and especially to Ann!

6. Adjournment

The meeting was adjourned at 6:35 pm. The next meeting will be on November 25, at 5 pm.

2 Attachments

1. Treasurer's Report
2. Property Committee Report

REPORT OF THE TREASURER
Nine Months Ended
September 30, 2025

The financial condition is good. Regular Offerings, which exclude the prorated portion of 2025 Pledges paid in 2024 (\$17,850), exceed budget by \$220. Special Offerings are \$4,700 above budget, and Investment Income exceeds the budget by \$6,000.

Operating Expenses are \$8,300 below budget, as explained below:

Compensation is \$1,800 under budget, probably due to timing.

Personnel Support is \$4,000 below budget, primarily due to the Rector being on sabbatical.

Diocesan Assessment is \$4,300 below budget

Facilities expenses exceed the budget by \$7,100.

- Fuel Oil is over budget by \$1,200. It is expected to approach the budget by year-end.
- The five-year elevator inspection cost more than expected (\$2,687 versus \$270).
- Combined Buildings and Grounds expenses exceed the budget by \$2,400.
- Property and Casualty Insurance is \$1,350 over budget.

Program costs are \$4,300 under budget. This, too, is explained by the Rector being on sabbatical.

Office expenses are \$1,100 under budget, with no single item being of significance.

Net Operating Income through September 30 was \$8,874.00. However, the cost of the temporary priest is not recognized in the Operating Expenses. Through September 30, this expense was \$14,247. Thus, if the expense were recognized, the Operating Loss would be \$(5,373.00).

Cash and cash equivalents totaled \$331,413 as of September 30; at the start of 2025, the total was \$345,128. The \$13,717 decrease is due to the reported total Net Income of \$532, less the Temporary Priest's compensation of \$14,247.

I plan to present the key 2026 budget assumptions to the Finance Committee and Vestry in November. A 2026 budget will be presented for approval in December.

October 28, 2025

Ed Ross
Treasurer

Property Committee Report to Vestry – October 2025

The Committee met in the Undercroft on October 15th. The following members were present: Jim Swan, Martha Dodge, Allen Guignard, Richard Monkman, Bob Lundein, Laura Blanchard and Margaret Coit. Ed Ross was also present for the budget discussion portion of the meeting. Bill Judd and Nancy Gault were absent.

Ongoing activities discussed included:

- Ed Ross spoke to the committee about church finances and their impact as we develop Property Committees portion of the 2026 budget. Jim presented a draft budget for discussion. Several utility increases were discussed. Exterior painting will likely not be scheduled for next year. Discussions will continue with more information to be presented at next month's meeting.
- October 19th was set for a second “Wear your jeans to Church” garden workday.
- We continue to seek someone to clean the carved screen above the organ and the ceiling fans.
- Waiting on Dennis Anderson for a proposal to provide gravel to infill along Glidden Street to eliminate ponding.
- Re-upholstered chairs for the Library have arrived. The Rector’s office chairs were sent out for re-upholstering and should be completed in 2-3 weeks.
- New office chair has been received for the Rector’s office and we anticipate delivery of the desk in 2 weeks
- Sent out a 2025-2026 snow removal contract to Jonah Marks. Increased base contract to \$3,800 and amount for sand/salt to \$40/application
- Heard status report from the Architect Selection sub-committee.
 - Jim is working with Nancy Barba to develop draft contract
 - 3D modelling survey of the existing building and site have been completed
 - A luncheon kick-off work-session is scheduled from noon to 3:00 on November 7th
 - Will continue to investigate methods to receive/send, review, store, etc. electronic materials for the project. “Drop-box” and Google drive options

Informational Item:

- It has come to the attention of the committee that a private group is proposing to replace the stairs from the upper parking area to Main Street and thereby creating enhanced access to our property. There does seem to be some lack of understanding in that group as to who owns the property and who would grant access for the construction.

There are no action items from Property Committee requiring Vestry approval this month.