

Minutes  
St. Andrew's Vestry Meeting  
April 20, 2021

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

Rector: Suzannah Rohman

Also present: Bill Judd

1. Opening
  - a. Opening Prayer
  - b. Check-in
  
2. Reports and Actions Items
  - a. Approval of Minutes from March 16, 2021 – approved
  - b. Property Committee – Christine Benken reported that we need to purchase a new heat pump / hot water heater and requested funding. It was moved and approved that \$2022.00 be spent to make the purchase. In addition, Christine reported that the Property Committee has been reviewing the Barba & Wheelock report from 2006/2007 and documenting which items have been addressed and which still need follow-up. Jim Swan has set up a Dropbox so we have all pertinent documents in one place. Using that information, the group will set priorities for needed repairs and renovations and report to the Vestry.
  - c. Treasurer's Report and Change in Benefits for Linda Blanchard and Sean Fleming – Ed Ross
    - i. Treasurer's Report –
      1. Ed reported that there has been a "staggering amount of good news" financially. In addition to providing balance sheets and summaries of revenues and expenses, he provided the following commentary:
        - a. "As of March 31, six of the 9 matching donations have been paid; several were paid in 2020. A seventh was paid this April. They are recorded in Special Offerings.
        - b. The First Draw PPP loan between the U.S. Government and the Dioceses of Maine was forgiven in March; the portion allocated to St. Andrew's by the Diocese was also forgiven. The loan proceeds were taken into revenue and recorded as a Special Offering. The \$48,673.58 in forgiven revenue will offset much of the 2020 and 2021 anticipated operating deficits.

- c. Additionally, St. Andrew's was notified that the Diocese had received a Second Draw PPP loan. An amount allocated to St. Andrew's similar to the First Draw loan is anticipated.
        - d. Finally, the Domestic and Foreign Missionary Society (DFMS) reported the 2020 investment results for the three St. Andrew's funds managed by them. The portfolios reported a very satisfactory 19.7% return (net of fees) for 2020 and a 9.3% 10 year return.
    - 2. Discussion ensued about the second PPP loan. In response to the question of whether we should we accept the loan, Ed responded that we were notified too late to turn it down. He counseled that we think carefully about how to use it and not to use it unless and until it is formally forgiven. The Vestry will revisit this topic in May.
  - ii. Change in Benefits for Linda Blanchard and Sean Fleming – After discussion, the Vestry voted unanimously to approve the newly revised job descriptions for Linda Blanchard and Sean Fleming.
- 3. New Business – none
- 4. Old Business
  - a. Marc and Ralph – Rachel Zoller reported that they have been visited by the Holbrooks and Sally Pearce. She is working on getting permission for the "Aunties" and Suzannah to take them off campus. They are receiving good support at Lincoln Academy.
  - b. Vestry Hosted Zoom Coffee Hour – Edie Vaughan reported that a varying small group continues to show up. She suggested we continue unless there is a compelling reason to stop. We will keep going.
  - c. Christian Formation – Suzannah shared the results of the Adult Formation Survey and commented that it is a good road map for moving forward. The plan is to offer programs at different times of the day and week in order to accommodate different preferences. There was a great deal of interest in Sacred Ground and this program will probably start relatively soon.
  - d. Communications and Technology Update –
    - i. Website - Seth Stewart reported that the group has been meeting and working on the website. It should be finalized soon.
    - ii. Live-streaming – Bill Judd is getting a new camera to enable him to livestream from outside. Bill gave the Vestry a virtual tour of the interior of the church and explained the set-up of the cameras. He reported that he has tested videoing outside of the building.
  - e. Henry Vaughan Fund – David Blanchard reviewed the development of the Fund and identified questions that have arisen. He moved that the Vestry adopt the following resolution. The motion was seconded and unanimously approved by the Vestry.
    - i. "Resolved that 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 historic original church building (excluding mechanical systems and furnishings such as the reredos, 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 and which cannot be paid for from other funds.
  - iii. The principal and accumulated income may also be used for capital improvements and enhancements to the church building and the surrounding grounds if the cost cannot be reasonably paid from other sources.
- f. Reopening – The Vestry discussed the current environment – many people are vaccinated yet the number of cases in Lincoln County is rising. After much discussion of options, the decision was to proceed with the plan to offer Morning Prayer on zoom at 10:00 am and a Celebration of Holy Eucharist at 12:00pm, outdoors and live-streamed.

5. Expressions of Gratitude – A huge thank you to Bill Judd.

Respectfully submitted,

Cindy Freese