

**Church of the Good Shepherd
Vestry Meeting
Tuesday, February 16, 2021**

The regular meeting of the Vestry of the Church of the Good Shepherd, Nashua, New Hampshire was held on February 16, 2021 via Zoom Video Conference. In attendance were: Pastor Mike Greene; Curate Greg Baker; Deacon Nancy Meyer; Sue Corman, Senior Warden; Sandy Desharnais, Junior Warden; Chris Chadbourne, Treasurer; Jennifer Atherton; Richard Binder; Amy Cooley; Beth Dederdian; Aurora Flores-Reisman; Maureen LeGallo; Lisa Macaraeg; Susan Nutting; Paige Schaller; Marybeth Snow; Howard Titus; and Sinead Macaraeg, Youth Representative. Absent were Dave Insley and Don Yelton.

The meeting opened at approximately 7:04 p.m. with prayer led by Pastor Mike.

Appointment of Clerk, Susan Nutting. The first order of business was the appointment of Susan Nutting to the position of Clerk vacated by Sue Corman's election to Warden. Upon motion made by Lisa Macaraeg and seconded by Sandy Desharnais, it was unanimously voted to appoint Susan Nutting to the position of Vestry Clerk.

Appointment of Vestry Member, Aurora Flores-Reisman. Upon Susan Nutting's appointment to Clerk, the next order of business was the appointment of Aurora Flores-Reisman to fill her position on the Vestry. Upon motion made by Paige Schaller and seconded by Chris Chadbourne, it was unanimously voted to appoint Aurora Flores-Reisman to the Vestry.

Update on Pastor Mike. Pastor Mike was in attendance to provide an update on his health. He is happy to share that he is here and upright. He is still not sure what the root cause of what was going on, but is adding activity slowly as he continues to recuperate under the care of his medical treatment team.

CONSENTS AND REPORTS AS RECEIVED:

Youth Group: Sinead Macaraeg reported the following: Confirmation by Bishop has been rescheduled for May 2. The next confirmation class, the class of 22 just got started, but the first meeting has to be rescheduled. A previously planned Zoom meeting with the Youth Group from Zimbabwe was rescheduled to March. Finally, the Penpal program with elderly and secluded is going well.

Rector's Report: Pastor Mike will provide a summary of his January work.

Curate's Report was submitted online prior to the meeting.

Deacon's Report: Deacon Nancy reported she is more than neck deep in reading for the Sacred Ground and the Forest Dwelling programs, and she is providing pastoral care for four parishioners via telephone.

Officer Reports:

Senior Warden's Report was submitted online prior to the meeting. Sue Corman reported she is still getting her feet wet, and Jill has been a great source of support as well as Chris and Sandy, and Bishop Rob. Vestry members thanked her for doing a great job in her first few weeks.

Junior Warden (Building and Grounds) was submitted online prior to the meeting. Sandy Desharnais added that the committee will do a tour of the buildings and grounds March 9th. There was a question about how the report translated into action. Some of the work is scheduled already, and the rest will be prioritized accordingly. She also added that Laurie keeps things moving.

Treasurer/Financial Reports was submitted online prior to the meeting. Chris Chadbourne stated that there is an approximately \$19,000.00 from last year's surplus into what looks like the January budget, but it does not appear in the actuals. As a result, it makes the income side look a bit skewed to the negative, but he is sure that it will right itself as the year progresses. Pastor Mike added that we wound up carrying some cash over differently in the budget, and they are still trying to recall the process for that, but there was a transaction that happened on or around January 5th, and had initially thought it would be credit toward 2020, and there would be a surplus coming over via the budget, but it actually ended up being credited towards 2021 so it came in through regular income rather than budget surplus.

Good news on the second round of PPE was shared. CGS was approved for \$59,920.00 which may be coming in pretty short order, hopefully a couple of weeks. This will allow us to reduce our endowment withdrawal and do a little more outreach this year.

Sue asked if CGS had applied for forgiveness of the first round PPE. Pastor Mike responded that the application just opened and he believes that Laurie has been working on it to submit in the near future. It is expected that the application for forgiveness will be accepted as the only stipulation was that the money was to be spent on payroll, which it was.

Clerk/Vestry Communications – the January meeting minutes have been approved electronically by the Vestry and will be posted to the CGS website in the near future.

Committee Reports:

Technology Upgrade – Greg reported that the AV upgrade began about two weeks ago, and the install was completed on Friday. There were three volunteers – Wayne Blair, John Rowntree, and Julia Gower as well as Greg - were present on Friday for a 90 minute rundown by the folks who installed it. They have done a reworking of the cabling, which was 40 or 50 years old,

installed new speakers in the sanctuary that are wired both to the pulpit and the lectern and to the two wireless mikes that we have.

There is now a camera in the back of the church over the door which can zoom and pan with one button touch almost 180° degrees around the sanctuary. Greg believes that next steps are to just get used to using it. It will require a little bit of practice. He spoke to Wayne and they will begin using the First Sunday of Lent (next Sunday), and then Greg's ordination will be the debut of using YouTube to broadcast services. Greg is doing some research to what is required to hook it up to YouTube. The installers were pretty clear that in order to get the best use of the system, that YouTube would work. Julia was there this evening as the choir rehearsed to practice with the new system.

Greg ended his report by saying we should now be set up for at least the next ten years, and a huge thanks goes out to Wayne Blair for doing so much of the work coordinating with the installers.

Fundraising was submitted online prior to the meeting.

Stewardship was submitted online prior to the meeting.

Green Team: Marybeth Snow stated that first of two audits has taken place. The first audit performed by Rocky Pembroke of RISE Engineering from NH Saves, at no cost, focused primarily on lighting and heating issues. He came up a proposal for new lighting and new lighting fixtures. There is a pending Zoom meeting to ask how he came up with the kilowatt hours as they do not fit into the team's estimation. A second more thorough audit will be performed by Margaret Dillon of SEEDS. The cost of this audit is expected not to exceed \$2500 and will be funded through a grant from the NH Episcopal Diocese of \$1000, and \$15000 from the Book of Remembrance. Chris Chadbourne asked to be notified if any of the improvements included lighting as he is eligible for a discount through his employer.

Fellowship – no report

Christian Education – no report

Community Action – no report

Welcoming and Support-Meals to Mike – no report

COVID Response Team: Richard Binder stated that the team has suspended its meetings until March. The numbers are heading in the right direction, but no action by the team is necessary at this time.

A motion was made by Lisa Macaraeg to accept the reports into record, seconded by Richard Binder. The reports were accepted unanimously.

OLD BUSINESS:

1. Annual Meeting Minutes. Sue Corman stated that she had received feedback from a parishioner to receive the 2021 Annual Meeting minutes sooner, rather than as part of the 2022 Annual Meeting package. After discussion, and upon motion made by Chris Chadbourne and seconded by Lisa Macaraeg, it was unanimously voted to distribute a DRAFT copy (not affirmed) copy of the minutes to the parishioners either by email or regular US Mail.
2. Clergy Housing Allowances Pastor Mike asked for a motion to allow the housing allowances for the clergy to be approved. Upon motion made by Paige Schaller and seconded by Richard Binder, it was voted unanimously to approve \$35,620 and \$21,672.00 as the housing allowance amounts for Pastor Mike and Curate Greg, respectively. It was noted that these amounts do not affect the budget, as the amounts are part of the clergy salaries.
3. Deacon-Curate Greg's Ordination. Upon a motion made by Maureen LeGallo and seconded by Richard Binder, it was voted unanimously by the Vestry to approve Greg's ordination to the priesthood on Wednesday, February 24 (via Zoom and hopefully YouTube)
4. Vestry Voices. Sue Corman would like to create a schedule for the Vestry Voices column. After discussion, the following Vestry members volunteered: March – Sue Corman; April – Marybeth Snow; May – Sandy Desharnais; and Howard Titus – June. In addition, Chris Chadbourne will be submitting a piece on the Charitable Foundation in the next newsletter.

NEW BUSINESS:

1. Handbook Updates. A reminder that Abbie sent out an email that the Vestry handbooks (for new members) and updates (for returning members) are available at the church office.
2. Retreat Date. After discussion, Saturday, March 20th was set for the Vestry Retreat via Zoom from approximately 8:30 a.m. – 1:30 p.m. Vestry members were asked to contact to Pastor Mike if they had a conflict with the date.
3. Ash Wednesday. Ash Wednesday services have been scheduled and publicized. Ashes will be sprinkled to avoid physical contact as a COVID precaution.
4. Website Update. Sue Corman suggested that the website needs updating, specifically that some of the photos and pages (specifically the Rector search page) are outdated and should be removed or updated. Pastor Mike asks to have that updating brought to Abbie's attention so that she can take care of it. However, as a whole, the website needs a new branding push and redesign to take into account video recordings

that are now available of the various worship services. In the past, Don Yelton, Missy Carnevale, Don Fluckinger, Kate Binder, and Greg Berube have all been part of a past Website Committees and may have experience to share. Pastor Mike stated he has been meeting with Missy Carnevale to discuss the Zoom and future YouTube recordings being uploaded to the website.

The meeting ended at 8:18 p.m. with a prayer led by Curate Greg.

Respectfully submitted,
Susan G. Nutting
Clerk of the Vestry