

Vestry Meeting January 20th, 2026
7:00pm

Minutes prepared by Charlie Merwin

**Meeting started 7:25pm
after pancake supper**

Attendees: Rev. Peter Vanderveen, Rev. Jo Ann Jones, Rev. Jeremy O'Neill, Hope Knight, John Black, Joshua Castaño, Tiffany O'Neill, Cheryl Masterman, Danielle Trucksess, Edwin Shafer, Jim Jordan, David Woods, Charlie Merwin

Absent: Lisa Raymond, Joe Spadaro, Daniel Wesley

Opening Prayer: Rev. Jo Ann Jones

Approval of Consent Agenda and January Minutes: Moved to accept unanimously

Administrative Reports

Rector's Report given by Rev. Peter Vanderveen

- Comments, motion and discussion regarding Parish Hall acoustics covered in New Business
- Annual meeting comments:
 - Vestry expected to attend and participate as needed with seating, refreshments, assisting in collecting ballots
 - Discussed Nominating Committee report and voting process. Appointed four vote counters: D. Trucksess, D. Woods, H. Knight and C. Masterman
 - Peter will send out Annual Report to Vestry as a pre-read on Thursday night, asks that we read and report any concerns or suggestions.
 - Reviewed order of business for Annual Meeting conduct. Confirmed C. Merwin will conduct meeting.

Accounting Warden's Report given by John Black – John waived his report since he will give a detailed report at this Sunday's Annual Meeting.

Parish Administrator Report given by Joshua Castaño

- 2026 Budget Follow-Up
 - After final end-of-year adjustments including reclassification of one pledge, 2025 ended with net surplus of \$62k.
 - \$18k of that surplus in 2026 budget as Vestry Transfer
 - Remaining \$43k held pending recommendation from Finance Committee. Idea is to put it into Endowment. Vestry will discuss at future meeting after Finance makes recommendation.
- Endowment - In response to question Joshua broke down Endowment structure at high level between accounts at Church Foundation and Vanguard.
- Church Fire Settlement Surplus - There is \$18k remaining as unused balance of church fire insurance settlement that insurer will not recapture. Joshua recommends this be used for various capital repairs to church building in 2026.
- Tower Chime Repairs - We are soliciting and comparing bids for repair of tower chimes. Repairs will include electric panel and digital controls. A parishioner has stepped up to pay for repair in total through a donation.
- Tree Care - A landmark beech tree was removed from the grounds due to deterioration caused by Beech Leaf Disease. The tree was identified for eventual removal but Jim Ward reprioritized it when it began dropping limbs in recent storms.
- Tree Care - Phase I of arborist John Hosbach's tree care plan will begin this year.
- Cemetery Records - Staff is beginning to reconcile paper and electronic records of churchyard burials. Eventually we will have electronic records and new digital interface that will allow easier access and interpretation.
- Boiler – Ad hoc repairs made to boiler last week after church without heat for 3 days.
- Organ – Considering holding off on some organ repairs due to plans to replace organ. Condition deteriorating.
- Financial Records – Rector noted that Joshua, Debbie and Finance Committee have increased scrutiny of all reports over recent months. Joshua sends a weekly report on progress and status of any open items.

Rector's Warden's Report given by Charles Merwin - Charlie waived his report since he will give a report at this Sunday's Annual Meeting.

New Business

Acoustic Mitigation

Vanderveen

- Peter reported that parishioners continue to complain about state of acoustics in Barns Hall section of Parish House. Vestry has discussed many times since space was opened.
- Peter recommends we make mitigation a priority. It is an easy and visible improvement to improve our experience of the space. It will highlight importance of acoustics that can help educate parish as we consider the organ project.
- Scott Riedel is acoustician with experience in both our Parish Hall and main church building.
- The work involves a diagnostic study, planning and eventual installation of panels. Expected to take months.
- We have \$28k available in Legacy Into Promise accounts that are appropriate for this use. This is part of the building and establishing the Parish Hall.
- Cost for initial study and plan estimated at \$3500 - \$4000. Can estimate total cost of mitigation after plan made. No mitigation will ever happen without the study.
- Architect John Milner did similar work in Pembroke Room.
- **MOTION made and seconded to engage Scott Riedel to assess and plan acoustic improvements in Burns Hall as soon as possible with cost not to exceed \$5000.** Vestry voted to **APPROVE** the motion unanimously

Old Business

Christmas Village Update

Masterman

- Parishioners Rik Morris and Jim Kelleher have agreed to lead the committee as co-chairs.
- Cheryl asks that Vestry consider plans to use the occasion of Christmas Village Dinner to celebrate the 175th Anniversary and make it part of a re-branded Christmas Village event. Some possible issues:

- Cost – Christmas Village Dinner has been a fund raiser that was not attended by all. If we use for a 175th Anniversary celebration we need to address how to make it available to all.
- Space – If everyone comes we may not fit in Parish Hall. Need to consider heated tent.
- Briefly discussed other 175th Anniversary ideas including cooperating with Music Program during the Garden Party in May, RYG events, and making November a month-long celebration utilizing services for special memorial events.
- Rector will assemble a select group of parishioners to form a committee to help with planning and execution of events.

Closing Prayer: Rev. Jeremy O’Neill

Meeting adjourned: 8:45