

Minutes of the Meeting of the Vestry
Church of the Redeemer, Bryn Mawr, PA
Tuesday, February 16, 2021
7:00-9:00 PM via Zoom

Vestry members present: Paul Adkins, Jim Buck, Jennifer Copas, Lisa Davis, Elisabeth Cooke, Al Greenough, Melanie LeBoeuf, Harry Miller, Susan Rushing, Tracy Steele, Jacques Vauclain, and Christopher Zafiriou.

Redeemer staff present: The Rev. Peter Vanderveen, The Rev. Jo Ann Jones, The Rev. Michael Palmisano, Francesca Merritt, and Jay Einspanier.

Recorder: Francesca Merritt

The meeting of the Vestry was called to order at 7:04 pm. Jo Ann gave the opening prayer.

Welcome New Vestry Members

Peter welcomed the new vestry members: Jennifer Copas, Paul Adkins, Chris Zafiriou, and Susan Rushing. Peter noted that the chief role of the vestry person is as an ambassador — somebody who can take concerns of the parish back to the vestry and communicate the vestry's work to the parish. The vestry needs to be a discerning and deliberative body, to have patience in conversations and to appreciate things we can do as a unified body.

The January vestry minutes were approved.

Al asked if our intention not to include the PPP revenues in the parochial report had been communicated to the diocese. Peter said that it had not yet been communicated because he felt it was a decision that this newly formed vestry should make.

Peter asked Tracy, as the only non-retiring member of the Executive Committee, would be willing to lead the rest of the meeting. The first order of business is the election of accounting warden, appointment of the Rector's Warden and selection of two members of the Executive Committee.

Selection of Officers

Tracy opened to floor for nominations for Accounting Warden.

Chris Zafiriou and Jacques Vauclain were nominated for Accounting Warden. Clergy and staff left the meeting. Each nominee had the opportunity to speak, and a question and answer session followed. The vestry deliberated and voted using the chat function and Tracy tallied the votes.

Chris Zafiriou was chosen by the vestry to be our new accounting warden.

The clergy and staff returned to the meeting. Peter asked Tracy Steele to be the Rector's Warden, and Tracy accepted.

Jacques Vauclain was nominated as vice president and Jennifer Copas was nominated as secretary. The vestry unanimously approved.

Jim asked if Tracy could stay on beyond her term on Vestry. Peter said that, according to the by-laws, the vestry can decide if a member should be nominated for a second term. Jim asked for a review of the by-laws on this.

YTD Financials

Jay reported that a few changes occurred from when the vestry approved the budget. The contract with the Philadelphia brass (\$3,500) was added. Some payroll tax items in the education department were also added. At the last meeting, the vestry had voted to use the surplus from 2020 to reduce our endowment draw to 4.25%.

The PPP revenue in 2020 was spent to maintain employment of the staff in April and May. Because of the generosity of the parish we ended up with a surplus of \$208K. This surplus was deposited at Meridian bank as part of the building fund.

Vestry approved the purchase of a new copier for the administrative offices with funds coming from the building fund.

On the capital campaign, we are doing well. We currently have \$700,000 in our checking account, and we have borrowed \$250K from Meridian Bank to date. By the end of 2022, we should have the loan paid off.

Administrator's Report

The completion and testing of the fire alarm system for the Parish House is holding up the certificate of occupancy. The new furniture is being moved in now.

Jay reported that staff and clergy will move into the parish house the week of March 1st. There is outside work remaining, specifically the construction of the ADA ramp, the pouring of the sidewalks, landscaping, and paving. Two more lighting stations will go up in the parking lot. The Wifi is in the building. AV should start putting in flat screens and speakers next week.

With the move of the offices from 211 Pennswood, this property may be back on the rental market by April 1st. The furniture has to be removed, electrical work needs to be completed, and the interior painted.

During the replacement of the air conditioning system in the rectory, one of the workers slipped off the rafters and his foot damaged the ceiling below. The contractor's insurance will pay for repairs.

Rector's Report

Peter reported that the initial test of the Parish House generator went very well and that he had received a complimentary email from the neighbors who had objected to its designated placement.

Peter thanked Elisabeth for making an outstanding presentation for the church growth and utilization plan at the annual meeting.

Peter is looking forward to the upcoming vestry tour of the building and about how we can reform the work of the vestry according to the strategic plan.

Committee Reports

Stewardship

Jacques said that the report that was circulated has \$980,000 in pledges. A pledge was received this week for \$12K, so we are in the \$990 vicinity. We hope we can get to million dollar mark. \$80K remains in the Lybunt list.

Outreach Grants

Lisa reported that applications for Outreach Grants were due on January 29th. 11 former grantees and one other organization applied. All funding requests are based on basic needs such as food and providing essential support services. The total amount requested exceeds the grants budget.

Adult Education

Michael stated our tradition is to have a Lenten book study, but this year we will have a film series. 5 different films have been selected for viewing and discussion. These forums will take place on Wednesday evenings.

NEW Committee

Al reported that the NEW committee has not met.

New Business

On Sunday the vestry plans to have a tour of the parish house and a zoom meeting to follow.

Michael gave the closing prayer. The meeting concluded at 9:01 PM.