

12/11/20 St. Nicholas Parish Council Meeting- via Zoom

Present: Fr. John, Deacon Igor, Rebecca Knudeson-Elder, Bob Cook, Janet Frazier, Charles Iragui, Amy Lines, and Jennifer McDonald. Absent: Randy Smith. (MSA- moved, seconded, approved)

1. Meeting was opened with prayer.

2. Minutes of the October meeting were reviewed and approved.

3. Rector's report- Services continue using a separate spoon for each communicant. Due to surge of Covid, the attendance for liturgy was decreased to a total of 20 (from 25). About 20 parishioners come after DL for communion. Fr. is leading a book study for Advent, w/ at least 9 attending. He continues to visit w/ parish shut-ins. He has been arranging phone and zoom conversations w/ parishioners. Several have occurred, so far.

-The kiot for the St. Sebastian icon should be arriving within a week or two.

-There will be a baptism on the morning of Christmas Eve- Liam is one of our inquirers.

3. Treasurer's report-Finances. Checking \$37, 898. Savings \$19,711, which includes funds for: Building (\$14,098), Icons (\$3,259), Kliros (\$1,131), St. Elizabeth (\$1,158), Lenten Covid-19 (\$3,581), and Archangel Gabriel Fire Relief (\$1,249). Money market \$30,179. St. Martin's Fund \$115,828.55.

-For November- income \$25,337.19, expenses \$14,755.11 (surplus \$10,582.08).

-Year-to-date (11 months): We have an operating surplus of \$39,510, which is \$30,709 better than budget. Even w/o the special gifts of \$25,000, we have a surplus of \$5,709 better than budget. We have achieved income of 109% of budgeted operations revenue, while spending 9.5% less than budgeted.

-Lori's pay this year was to have been increased by 3%, but that hasn't happened. We need to pay her that \$100. Bob also recommends a bonus to make up for extra work she has been doing this year, when the council has not been counting donations or doing deliveries to the bank. Rebecca comments that Lori is probably spending at least ½ hour more a week. At her pay rate, the bonus would be \$400, plus the \$100 we owe her. MSA.

- Since we didn't meet in November, there was no specific treasurer's report for October. Bob will make a report for October.

4. Old Business:

a. Sub-metering / water bill update- Chris bid \$2500, of which \$1000 is for parts. Rebecca calculated, based on the last two years of water bills, that this would save us about \$1300 each year. She also recommends we investigate an electronic valve shutoff, which would turn the water off any time the sprinkler wasn't running, thus protecting against leaks. It was proposed to proceed with the valve shut-off if under \$2000. MSA to proceed.

b. Walter - status of grounds clean up. Several areas have not yet been cleaned up. Charles will review these with him.

c. Website committee update: Amy, Janet, Dcn Igor, Jan Bear. Cost for a new website would be \$50, if we use a template that Jan already has or \$80 if she has to buy a new template. Dcn Igor thinks that we'll be happier with a newer template. MSA to proceed.

d. Update on monthly "e-bulletin" implementation which includes the happenings for the church in the upcoming month: i.e. services, choir practices, church school, council meetings, etc. Fr. suggests that anything to be included in the weekly bulletin should be sent to him on Friday to be put in the bulletin. The idea was discussed, but in the end, it was decided to table the issue until perhaps after the website is updated.

e. Update on church files project: Nothing has happened yet. No one on council has volunteered to do this. At this time there would be concern about having 2-3 people in close quarters to do this. Rebecca moved to table this issue until we can work safely together. Dcn Igor mentioned scanning all records, which could then be shared and discussed as to placement. Charles noted that scanners exist that can scan large piles of paper. Rebecca's motion-MSA.

f. Nomination committee update – Leaving council 1/21 are: Randy, Rebecca, and Bob (alternate). Leaving in 2021- Janet and Charles. Leaving in 2023 Jennifer and Amy. Nominating committee has one candidate for a three year term, one for an alternate position, and another person is considering the last 3rd year term.

i. Parish connectedness- as noted in the rector's report above.

j. Wetlands resource group - help clean up church woods, etc. No one has started this and it will be tabled for now.

VI. New Business

a. Painting Church- Narthex and church interior appear to need painting. The hall will need painting soon, as well. Amy is willing to head a committee to arrange painting the narthex. Kim will assist with the committee. MSA

b. Website calendar should state if sign-up via Sign-Up Genius is required.

c. Sign-Up Genius – For Divine Liturgy there are five alphabetical groups of 20-25 people each. This rotates weekly. Any openings after that are sent to the general parish. There are people who are attending church frequently. Fr. will send out another reminder that people have been to church twice in a month should be sensitive to allowing others to be certain to get on the list once the general sign-up occurs.

e. Water heater- There is concern that the water heater in the church is getting to an age where it might fail, or even leak. There is no drain pan under it. We'll turn it off for now, since it isn't needed except for baptisms. There is discussion about switching to an on-demand heater to replace it.

f. Next All-American Council is scheduled for July in Maryland, but there has been talk about putting the meeting off a year.

g. Budget- Bob and Lori will make projections and send the preliminary budget to the council for comments. Then council will make a final decision at the 1/12/21 meeting, in preparation for the annual meeting 1/31/21.

h. Establishing reliable / findable storage for important parish info and systems so future councils know where things are - Electronic (Drop Box) / paper files, etc. This will be discussed in the new year. Dcn Igor notes that we have a google account, so can establish google drive for records.

j. Need to assign contact person for grounds and housekeeping services. Rebecca has been the contact person for the cleaner, but won't be on council any more. Charles has been contact with the grounds worker.

k. St Martin's Fund committee needs renewal. Currently the committee is composed of Fr John, Joe E, Rebecca and Kim. Our St. Martin Good Works Fund Resolution designates the following committee members: Rector, Elder, One at-large council member, 2 members from the general parish (not current council members) chosen at an official meeting of the parish.

Action: recommend to assign the next elder and 1 council member to the committee at February's council meeting and electing 2 parishioners at the annual meeting. The nominating committee can get two candidates. Janet has volunteered to join that committee. Presently the donations will be matching up to \$3,000 for the Advent collection.

l. Annual Parish meeting is 1/31/2021. We anticipate doing it by Zoom.

m. Discussion about sign-up for Christmas services on 12/24. Vespers DL-11 am, Vigil/DL starts at 10:30 pm. We discussed an additional liturgy for Christmas- either on Christmas Day, but that would require a different priest than Fr. John. Or else, have a liturgy on 12/26. Fr. will consider these. He will send out sign-up sheets for all the services at once, so people know they only should attend one service.

n. Do we need to increase Fr. John's data program in order to stream services? For now, he thinks it is ok w/o change.

o. Panels for Royal Doors- Rebecca spoke w/ Heather, who is feeling better and will start working on the icons soon.

p. INFORMATIONAL ONLY

Ice melt and a hand spreader is in the electrical closet in church to use on church walks. Kim says we're responsible to keep our sidewalk clear. We don't have a snow shovel, but there is a square shovel that works well for that.

Closet in corner of hall downstairs has been unlocked and keyed the same as adjacent closet at cost of \$200.

Sump pump in church. Kim replaced it for \$155.

We have new lights on the front porch- they are LEDs.

7. Next meeting is Tuesday, January 12, 6:30.

8. Tabled items not to be forgotten

- a. Relic of St. Sebastian - icon
- b. Painting church cupolas and crosses Summer 2021
- c. Bylaws
- d. Clean all high windows
- e. Retaining wall at front of church
- f. How to read Treasurer's Report - tutorial with Bob

Signed: Jennifer McDonald, Secretary