Holy Spirit & St Mark’s, Plymouth & Ashland

Vestry and Bishop's Committee Minutes

October 20, 2019

Present: Rev. Kelly Sundberg Seaman, Rev. Deacon Maryan Davis, Joan Bowers, John Michaud, Katie Patten, Wayne Trombly, Guy Tillson, Ruth Harlow, Deborah Holland and Paula Hancock.

**Scripture Reflections** were led by Paula. We discussed 2 Timothy 1:1-14.

**Minutes:** A motion was made by Wayne Trombly to approve the September 15, 2019 minutes as amended. Ruth Harlow seconded the motion. The vote was unanimous.

**Financials:**

Wayne will present two budgets for calendar year 2020. Please review the documents Wayne sent you before the November 17 meeting. Bring any questions to our December meeting.

Wayne showed us the present financial picture of the Current Asset accounts of both congregations. They are as follows:

Wayne presented the **financial statements as of September 30, 2019** calling attention to our current cash and cash equivalents:

Operating accounts: CHS -$1,755.30 St Mark’s -$5,243.14 for a total of $6,998.44

Other liquid accounts:

St Mark’s: Capital Fund -$3,463.62, Outreach -$1,309.19, Women account - $807.84 and Wells Fargo account - $30,827.57 for a total of $36,408.22

Total liquid accounts ($6,998.44 + $36,408.22) =$43,406.66

Wayne advised that we do not have the funds in our operating accounts to pay our expenses. In order to provide liquidity through February 2020 we will have to move funds around as detailed in the motions to be considered.

Joan made a motion to accept the financials as presented. Guy seconded the motion. The motion passed unanimously.

If we continue on our present financial course we will lose $4,500/ month between October and December 2019. Wayne advised that at present we cannot afford a full time priest.

The Bishop's Committee, understanding our present financial picture, discussed what we might do going forward. One possibility was to make a motion to discuss with the Diocese the possibility of selling our property and buildings at 263 Highland Street. It is estimated that this sale would save us $15,000/yr. in expenses. This raises concerns about where the 8 AM congregation would worship and what might happen to the AA groups who use Griswold Hall weekly. We believe that the two congregations have merged spiritually.We raised the question as to how we can make the legal and financial parts of our congregations come in line with our spiritual reality. We see ourselves as eventually merging, becoming a new entity with a new name.

The Bishop's Committee asked what we need to do to get through the next calendar year. Wayne advised that we can authorize Wayne to go to the Diocese and request them to release to us $10,000 from the sale of the Main Street property.

Kelly assured us that we will not lose her services if we go to a part-time priest. This change is all right with her.

The following motions were made:

1. **Motion:** To close out the St. Mark's Outreach checking account ($1,309 as of 9/30/2019) and the St. Mark's Women's Checking Account ($808 as of 9/30/2019) with the proceeds to be deposited in the St. Mark's operating account.
2. M**otion:** To transfer the cash portion of the St. Mark's Wells Fargo account ($7,388.09 as of 9/31/2019) to the operating account.
3. **Motion**: To the Diocese of NH to release $10,000 from the Church of the Holy Spirit Building Fund with proceeds to be deposited in CHS's operating account. Total proceeds from the transfers of St. Mark's non-operating accounts of $10,814 ( $1,309, $808 and $7,388) to St. Mark's operating account, coupled with the release of $10,000 from the CHS's Building account for a total of $20,814 will insure liquidity through March 2020 at the present burn rate.
4. **Motion:** To seek advice from the Diocese of NH in selling the property and buildings located at 263 Highland Street in Plymouth, NH.
5. **Motion:** That from October 1, 2019 move to a 50/50 allocation of Kelly's and Ash's salaries and the oil expense at Ashland and other major expenses/income from both congregations. The Ministerial Award will be shared 50/50.

**6. Motion:** Move to seek advice etc. from the Diocese in “closing” both parishes as they exist and merging them into a new entity with a new name.

Joan Bowers made a motion to accept/pass this package of six motions (listed above) relating to our finances and existing parishes. Ruth Harlow seconded the motion. The vote was unanimous.

**Clergy Report:** Kelly advised that all the newcomers coming to our 9:30 service is a sign of our congregation growing.

Kelly advised that the study of the Psalms will continue every Wednesday evening from 5:30-6:30 at the CLC through November 20.

KB has advised us that we need to keep a path shoveled from the back sacristy door to the parking lot to provide an additional egress from the building in case of fire or emergency. John Michaud is interested in reviewing our series of repair projects.

**Deacon's Report:** Maryan advised that our Faith at Home Program has 12 families and 18 children. These new families come from Warren on the north to New Hampton on the south.

**Building issues:** Wayne is reviewing a proposal from Northern Cleaning that for a price of $1,000 they will deep clean all four of our buildings. This will be done by the time of our next scheduled Vestry/Bishop's Committee meeting. At our November 17 meeting we will discuss in more detail the rotation schedule for our cleaning.

Deborah advised that she is looking at church office space in downtown Plymouth. She continues to collect additional information.

**Our delegation to Diocesan Convention** is complete with a membership of six. Lew Overaker will become our alternate delegate. Kelly advised that the entire delegation will stand together when the status of CHS is discussed at our next Diocesan Convention.

**Stewardship Campaign:** Our upcoming Stewardship Campaign will focus on joy and gratitude. We need to look at how grateful we are about what we have been given. Stewardship is more than money. It is taking care of what we have.

**Vestry/Bishop's Committee Meeting Schedule:** It has been decided that the Vestry/Bishop's Committee will meet on the third Sunday of the month for the months of November and December. The meetings are scheduled for November 17 and December 15. All meetings will be at Sherrill Hall at 11 AM.

**Adjournment:**A motion was made and seconded to adjourn. The meeting adjourned at 12:40 PM.

Respectfully submitted,

Paula Hancock, Clerk