

Vestry Minutes

December 21, 2021 from 7:00-7:45 pm

Present: Emily Pearce, Bayo Laniyonou, Michelle Kang, Diana Locke, Emily Correll, Bryant Trost, Peggy Gilliam (Treasurer), Victor Ban, Bola Adeolu, Peter McCabe, Henry Mulzac, Dave Scott, the Rev. Meg Ingalls, Interim Rector, and the Rev. Carol Cole Flanagan, Interim Rector.

The meeting began at 7:00 pm in person in the CES Dining Room.

The Jefferson Building sale closed on 15 December.

Treasurer's Report. There are \$500,000 remaining in the operational account after the sale of the Jefferson Building. The Finance Committee recommended that \$300k be set aside in a new account as a reserve fund and that the remaining \$200k be allocated as follows:

- \$100k to cover current operational expenses (estimated at \$60k)
- \$40k pre-pay 2022 bills
- \$20k to the outreach committee to meet current obligations
- \$30k to the conduct urgent repairs to the physical plant.

It was moved, seconded, and passed that Finance Committee recommendations be followed.

The finance committee did not recommend that any endowment earnings be spent.

Streaming Services. Henry will evaluate options for services and provide an updated proposal that may require expenditure of endowment funds.

HVAC repairs. Numerous problems have been discovered in the HVAC system; the preference is to conduct a complete overhaul/repair of the system in the Church rather than attempting piecemeal repairs as parts fail. The Property Committee will receive and review proposals to conduct this repair.

Snow Removal. CEC will continue to pay for snow clearance in the Jefferson Building parking lot to ensure that there is adequate parking during services.

Insurance. The sale of the Jefferson Building should bring a change in our insurance rate, additionally, we need to develop an inventory of the Church's most valuable items to include under our policy. Peggy, Peter, and Emily will develop a plan for making this inventory.

Respectfully submitted,

Bryant Trost