

**Episcopal Church of the Advent
Vestry Meeting
November 21, 2021**

The meeting convened in prayer by Fr. Alan at 12:02 pm.

Attendance: *Present* - Rev. H. Alan Leonard, Deborah Lukens, David Hammond, Barbara D. Smith, John Coyle, Frank Garcia, Scott Griffith, Carol Hoffman, Karann Murphy, Dr. Lew Price, Jack Shaw, Noel Smith Wong *Absent - None.*

Minutes: Motion by D. Hammond, seconded by C. Hoffman, to approve minutes of October 17, 2021. *Approved*

Treasurer's Report: Motion by B. Smith, seconded by F. Garcia, to approve Treasurer's Report, presented as "Profit and Loss Budget Performance, October 2021." *Approved pending audit.*

Note: 2022 pledge cards received to date reflect a 17% increase over past year from "same" households.

Rector's Report: Specifics upcoming as agenda items.

Wardens' Reports:

Sr. Warden - D. Lukens reviewed plans for the reception to celebrate the 25th Anniversary of Fr. Alan's Ordination, to be held at 9:00 am between services on Sunday, December 19th in parish hall.

Jr. Warden - D. Hammond provided updates from the Property Committee. Cedar roof repairs on the sanctuary building are complete. Work within parish hall remains delayed per Mike Trainor's Contracting, now given an ultimatum to complete repairs associated with the leak before winter. Church steps can be restored without replacement. The Fire Department still requires "Egress Compliance" per state code at the double doors from the chapel to the narthex. Completion of organ restoration is dependent upon delayed delivery of parts.

Old Business: The Parish Celebration Dinner might be scheduled for spring, as appropriate in consideration of COVID-19 status.

New Business:

Return to Common Chalice - permitted per Bishop's Task Force as of the 2nd Sunday of Advent, dependent upon COVID-19 status. Motion by N. Wong, seconded by J. Coyle, to approve return to Common Chalice per diocesan protocols generated by Bishop's Task Force. *Approved*

Sexton's Resignation - Michael Kirk submitted notification of his retirement as of December 31, 2021. The position to be advertised requires 15 hours/week @ \$15.00/hour, involving light maintenance and janitorial duties. L. Price suggested a celebration in acknowledgement of Mr. Kirk's many years of service.

Vestry Survey Results - Fr. Alan summarized responses to the online survey. Vestry members will call the congregation to personally reach out to assure that as many congregants as possible might participate in the survey.

Nomination Committee - Fr. Alan will meet with outgoing vestry members: D. Lukens, K. Murphy, J. Shaw, and B. Smith to draw up a proposed ballot in preparation for the upcoming Annual Parish Meeting in January.

Designated Thursday offering for ECS-NJ - Fr. Alan advised vestry of this diocesan outreach ministry to address issues of social justice. The Advent Outreach Committee donated \$500.00 and an individual member of the committee offered a personal contribution of \$500.00 to comprise a \$1,000.00 total contribution from Church of the Advent. Thursday noon service donations will be designated for ECS-NJ to roll out the concept at Advent. Flyers will be posted to announce the initiative as well.

Treasurer's Resignation - John Lukens announced his resignation as of a relocation out-of-state. Motion by F. Garcia, seconded by S. Griffith, to appoint Alison Cioffi-Brown to the position of Treasurer. *Approved*

Housing Allowance Resolution - Motion by D. Hammond, seconded by C. Hoffman, to approve the Housing Allowance Resolution as presented for Advent clergy. *Approved*

Other Committee Reports:

ECW - B. Smith shared that members of ECW committed to a \$5000.00 pledge to Church of the Advent for 2022. ECW will also contribute \$500.00 toward the newly established Evie McCoy Scholarship.

ECM - Fr. Alan advised that the Men's Breakfast tradition will continue and members will discuss strategies for fundraising in 2022.

Motion to adjourn at 1:09 pm by D. Lukens, seconded by F. Garcia.

Respectfully submitted,

Barbara D. Smith
Vestry Clerk