

## Parish Council Minutes

May 28, 2019

In attendance: Lisa Gerbick, Chuck Cotting, Bruce Weaver, Jeff Law, Laraine Wilson, Annmarie Pendola, Debbie Cotting, Linda Ladd, Jill DiGiorgio, and Rev. Nancy Rottman.

Moderator Bruce Weaver convened the meeting at 7:00 P.M., and Linda Ladd provided the mediation.

Council approved the minutes of the 4/23/19 meeting.

Pastor Report: Susan and Barbara continue to coordinate their hours to provide full coverage in the office. They will begin half-day summer hours on Monday, June 10. Rev. Nancy and Laraine are planning a retreat day during the last week of July. They will also schedule a day-long retreat for the Faith Formation team in August when they will plan programming for 2019-2020. Rev. Nancy reported that on June 1<sup>st</sup>, Victoria Torres-Vega, LICSW will begin office hours in the NEPI counseling office. She will spend 2 days/week in their Salem, NH office and 3 days/week at Centre Church. Nancy will introduce Victoria to the Lynnfield Clergy Association and to Leah and Terri at Tower Day. Victoria will attend the next meeting of a Healthy Lynnfield. Nancy will invite her to a Parish Council meeting in the fall. The Mental Health First Aid training that the clergy were going to take in early May had to be rescheduled. They are working to set a new date, and Nancy hopes that Laraine, deacons, ushers, members of the FFMT and Care Team members will be able to join her for the training. Nancy will attend leadership training June 4-6 and September 24-26. Adult Faith Formation is studying the book of Acts. Celebration Sunday is June 9. There are 5 baptisms scheduled between June 2 and August 4. Services will move to the chapel on June 23. Nancy will be on vacation from the evening of June 16 until Friday morning, June 21. She will be away for most or all of the week of July 14, and she will also be on vacation for a week in August (dates to be determined).

PPRC Update: The PPRC met with Rev. Nancy for the first time and will meet again on July 8. They will introduce themselves to the congregation at the annual meeting in September.

300<sup>th</sup> Meeting Update: Nancy reviewed notes from the second 300<sup>th</sup> committee meeting. The next step will be to develop a calendar of events and organize volunteers into task groups. Nancy noted that there are two expenses that need to be part of the anticipated costs related to the 300<sup>th</sup>: website redesign and communications upgrade and the purchase of a new wireless sound system to comply with FCC regulations.

Financial Report: Treasurer, Jeff Law reviewed financial data as of 4/30/19. Our overall loss in the Operating Fund is \$77,285.85 which is \$55,234.18 worse than last year and \$15,760.57 worse than budget. Income is \$25,076.97 worse than last year and \$4273.20 worse than budget. Expenses are \$30,157.21 worse than last year and \$11,487.37 worse than budget. Unanticipated expenses caused Repair and Maintenance to be over budget by \$11,168.12, accounting for nearly all of the budget variance. Jeff then reviewed the FY2020 Preliminary Budget. Jeff recommended that we pay off the parking lot loan which has a current balance of \$60,704.28 (the pay-off amount will be somewhat less) saving \$20,532.24 in the Operating Budget. He also recommended transferring \$100,000 from the Tower Day Fund instead of the \$85,000 in the Preliminary Budget. A motion was made and seconded to pay off the parking lot loan in an amount not to exceed \$60,704.28. The motion passed unanimously. A motion was made and seconded to transfer \$100,000 from the Tower Day Fund for the FY 2020 budget. The motion passed unanimously. Jeff will amend the FY 2020 Preliminary Budget to reflect those votes. Council voted unanimously to approve the FY 2020 Budget as amended and present it for congregational approval at the Special Meeting on June 2.

Faith Formation: Laraine reviewed upcoming events including Celebration Sunday, Summer Church School which begins on June 16 – theme is Love Overflowing, and Family Pride Day at Faneuil Hall – attendees will leave Centre

Church at 10:30 A.M. Faith Formations is working on programming and staffing for 2019-2020. The curriculum, Creation Care, will tie in with our 300<sup>th</sup> Anniversary. Vacation Bible School is scheduled for Aug. 12-16 from 8:30-11:30 A.M. The Young Families group is hoping to set a date for a summer outing.

Outreach: Linda Ladd reported that Mission and Outreach added approximately \$2000 to money collected for Heifer in order to purchase an Ark. She hopes to schedule a Heifer representative to speak during our 300<sup>th</sup> celebration. M & O raised their monthly donation to Citizen's Inn from \$50 to \$100 which enables us to become part of the Mary Jane Lee Society of donors. Linda would like to have a speaker from Citizen's Inn/Haven From Hunger speak to the congregation during the 300<sup>th</sup> celebration. M&O would like their 2020 focus to be Hunger, Water, and Environment. They are considering activities to support that focus. They would also like to re-do the Ark display and update the Mission and Outreach booklet of programs we support. Haven From Hunger news: Over 22,000 lbs. of food came in from Peabody and Lynnfield on Stamp Out Hunger day. Annmarie, Linda, and Frank helped sort. Frank, Nancy & Mike, and Larainne & Sheri delivered 97.3 lbs. of food when they served a meal on Memorial Day. Our summer donation items are pasta, canned tomatoes, and sauce. Our upcoming volunteer dates are 6/24, 7/22, 8/26, and 9/23.

Diaconate: Annmarie Pendola reported that the choir's last day is June 2. At their June 2 meeting, Diaconate will finalize plans for the BBQ on June 8, prepare the summer ushering schedule, plan for 5 baptisms, and discuss the possibility of having the Christmas in July service.

Stewardship: Debbie Cotting reported that pledges continue to come in. There are 8 pledges still outstanding totaling \$14,680. To date, we have received 74 pledges: \$168,351 for the Operating Budget and \$13,686 for Outreach. Last year, in early May, we had received 75 pledges with \$174,012 for the Operating Budget and \$14,299 for Outreach. So, we are running a bit behind last year, but if we receive the 8 outstanding pledges we could equal or exceed last year's totals.

Finance: Chuck Cotting reported that we should expect to receive an adjusted bill from Delta-Beckwith for elevator repairs made last fall. The company agreed to waive \$2490 bringing the invoice total to \$2925. Two new members have joined the Lights Out Team, and one member has taken a leave of absence. Metro Swift came on Sunday, 5/26 because the air compressor on the sprinkler system was running high. The technician thought the problem might have been caused by the LCWD hydrant flushing which could have created sediment in the lines. Scott removed the old pay telephone, installed the AED box, and repainted the wall. He and Chuck will work on TDS projects over the summer. Work on the Library/Nursery/Classroom will take place in July. Two parking lot lights have been replaced; others will be replaced soon.

Fundraising: The Flea Market/Bake sale raised just over \$1300.

Coffee Hour Schedule: Council reviewed coverage for June.

There being no further business, Council voted to adjourn the meeting at 8:45 P.M.

Respectfully submitted,

Debbie Cotting, Recording Secretary pro-tem.

**Next Meeting: June 25, 2019**