

## **Board and Committee Reports for February 2021 Council**

### **Trustees (Carl W.):**

- The newly constituted Board of Trustees held its first meeting Wed Feb 3rd with three of five members being new. We will continue to hold regular meetings the first Wednesday of each month.
- Charles Bottieri has volunteered to be this year's Trustee Representative on the Stewardship Committee. Thank you Charles!
- A discussion of goals for the year quickly came to a consensus that our major focus will be on badly needed repairs to the church. This includes: exterior trim and window sills, correction of surface drainage at the rear of the church, repair of leakage at the Palladian window, exterior painting (with siding replacement) and more. Work has started on getting contractor estimates and a grant for funding. The overall plan is likely to be multi-year due to budget limitations.
- To fill the Sexton role the Trustees are taking a two-pronged approach:
- We are hiring a cleaning service to handle cleaning / janitorial tasks. Three contractors have been interviewed and provided quotes. Squeaky Clean Cleaning Service will start the week of Feb 7th. Cost will be considerably less than the amount budgeted for the Sexton position.
- Other duties outlined in the Sexton job description such as minor repairs to the church & parsonage, managing contractors, arranging fire extinguisher and elevator inspections, etc. will be addressed by a "Property Management Team" comprised of volunteers. Many of these tasks are already performed by volunteers so the Trustees work will be to assure that we have a comprehensive list of tasks, a schedule, a sufficient number of volunteers including back-ups and to make this more "visible".

### **Deacons (Bruce S.):**

- Previous Sr Deacons Laura and Noah have left the board and Christina Manuilow and Bruce Lyman have joined the board
- Rev Debbie has taken a leave of absence from the board while she serves as transitional pastor in Storrs
- Charlene Swanson has accepted to take on the role as a Sr Deacon in Rev Debbie's absence, along with Sr Deacon Bruce Staehle
- In Rev Debbie's absence there are only seven active Deacons. After discussions with Rev Kevin, it was decided to wait until the end of the quarter and then evaluate whether to request someone to fill in the vacancy
- Before leaving, Laura and Noah worked with Carl to make some adjustments in how the funds handled by the Deacons were categorized
- Planning has begun on establishing formal guidelines for how funds in the Deacons' Fund can and should be spent.
- Discussions are underway regarding changes in the parish care model.

- The board is taking over the responsibility for the Prayer Chain. Currently Charlene is sending out email, but we hope to be able to set this up through MailChimp in the future.
- In February Bruce and Charlene will hold a Zoom 'Orientation' session with the new Deacons and any others that wish to attend
- Bruce and Charlene met with Rev Kev this past week and have set up a regular monthly meeting with him

**Outreach (Jen D.):**

- Welcomed new members - Susan McKechnie and Ginny Moylan at Zoom Outreach meeting on February 3<sup>rd</sup>.
- Due to a snowstorm, the Outreach sponsored coffee hour and soup collection was postponed from Sunday, February 7<sup>th</sup> until sometime in March (tentative date is March 14<sup>th</sup>). Email sent out on Saturday, February 6<sup>th</sup> notifying people of postponement.
- We will still be collecting soups all month for Daily Bread. We ask community to drop off soup cans at the church any time during office hours. (8 - 12 M-F).
- Committee developed (and is still editing) a 2021 Outreach Survey to be sent to all church members asking them to prioritize what they would like our committee to focus on this coming year.
- No one stepped up as committee chair. Jennifer Duggan will function as secretary (keeping and sending out meeting minutes, sending out email reminders with agenda, submitting Outreach "news briefs" to the Council, attending Council meetings as Outreach representative). Members will set next month's agenda at the end of each monthly meeting.
- Rev Kev will work with our committee and help us to intentionally connect our outreach activities with worship and faith formation.

RK 2/8/21