

**First Church Congregational Council Meeting Minutes**  
**January 25, 2022; 7:30 pm – via Zoom**

**Minutes**

**In Attendance:** Jim Muschett, Carrie Curtin, Craig Way, Rita Skog, Joy Nazzaro, David Spollett, Elisabeth Pavlofsky, Patty Bilotto, Jacque Paige, Wendy Williams Brown, Vanessa Rose, Heidi Butler, Maria Ferrante

Jim Muschett Call to Order 7:31pm

Invocation delivered by Vanessa Rose

Jim Muschett made a motion to approval of minutes from the December 27 Council Meeting seconded by Rita unanimously approved

**Board Reports**

Pastoral Team Report given by Vanessa Rose:

- Return to hybrid worship schedule on February 6: in-person worship at 8:15 and in-person and online at 10:15. Also Disciple Road, Middle Road, and High Road to resume
- Chairs spread apart
- Continue to not sing
- Congregation encouraged to stay home is not feeling well
- Jim Muschett made a motion to approve return to in-person worship pending Deaconates approval, seconded by Patty Bilotto. approved unanimously
  - Discussion: Communion Sunday so Deacons will be able to weigh in and also what will be needed.

Sanctuary Improvement Report by Vanessa:

- take plans in stages depending on when work can and should be done
- *Immediate:* finishing Children's Chapel, updating Eunoia kitchen, painting and updating Eunoia room furnishing / want all spaces all done by time we are back in Sanctuary , water issues including roof in Sanctuary, connecting corridor to nursery room, roof over dining, David's office, Montessori Wing (doors, bathrooms, tile, move elementary room by July 1)
- *Over Summer:* Jones' Wing, Music/Nursery Room + A/C unit, Men's bathroom renovation, Wakeman kitchen
- *Long term wishlist:* Lexan, repointing, 636, parking lot, entrance

Resource Development report by Joy Nazzaro:

- Pledges: 124 household pledges for \$333,898 to date / have more work to do on that / need more volunteers to make phone calls
- Events: Saturday, April 9th Event set up with vendors selling spring plants, bake sale, Easter, workshops, visit from Easter bunny, luncheon COVID dependent / price \$5pp / need volunteers for luncheon
- Event: tag sale, bakesale, book sale, hot air balloon rides for Memorial Day / need more volunteers
- next meeting on 1/26

Finance report by Jacque Paige

- Rowland parsonage sale: Sold Rowland Road on December 30 for **\$1,124,000!** Net of sale deposited to our money market is **\$1,069,740.03**. (\$12,860 in conveyance taxes, \$14,050 in seller broker comm,

\$25,290 in buyer broker comm, \$1,310 in legal fees, \$500 credit disclosure, \$250 Smoke detector affidavit, \$75 DWR Admin Services and \$75 sewer use credit.)

- Jacque Paige made a motion to move \$500K of the Rowland Road parsonage sale proceeds of \$1,069,740.03 be held in the money market account to be used for renovation and repair of Church property, \$100K be set up in an endowment account to be used 10% per year for 10 years for Outreach and \$469,740.03 be placed in the Bulkeley Facilities Maintenance Account in the endowment as soon as possible, seconded by Jim Muschett. Approved unanimously
- The 2022 budget that was approved at our last Church Council meeting has two changes. Jacque Paige forgot that two line items can't be calculated until after the end of the year – pastor's equity and investment income. Pastor's Equity relies on a statistic published in mid-January by the Bureau of Labor Statistics and the Investment Income is a 5 year moving average of the end of year unrestricted fund which Jacque can't calculate until we've closed the books on 2021. The pastor's equity expense went from \$5305 to \$4684 and the Investment Income went from \$45,000 to \$47,250. This reduced expense and increased income changed the loss from \$20,386 to a loss of \$17,515. Jacque Paige moved to accept these two revisions to the 2022 budget, seconded by Rita Skog. Unanimously approved
- Jacque Paige moved that we use the \$15K from the movie site payment to pay \$5K for balance of Wakeman Hall Curtain expense, \$5K for the balance of the bell repair contract and \$5K for electrical work needed for bells, seconded by Rita Skog. Unanimously approved
  - Discussion: What was the quote on Bell? Electrical is the questionable cost.
- Jacque Paige made a motion to use up to \$1850 in the Chapel Renovation Fund to paint the Montessori classroom (former Hobart Chapel) and do minor repairs, seconded by Jim Muschett. Unanimously approved
  - Discussion: use the terms for these room that they are going to be for our own records in future
- Jacque Paige made a motion to use private donor funds of \$15K to put wood laminate flooring over the asbestos tiled hallways in the Jones Wing during the President's weekend break. The Montessori School is paying for the same laminate to be put down in their office space. Seconded by Jim Muschett. Unanimously approved.
  - Discussion: Tom Kane is available to do it and we have a good price. Montessori School is seeking an accreditation and can't move forward with asbestos tile in the hallway. Our private donor is aware of this plan for the donation. Montessori picked the flooring as it is the same as in the former Hobart Chapel
- We approved in the October Church Council meeting to install the Webb Room Doors for not more than \$4800. Subsequently Jacque was told not to install the doors by the pastors. Just bringing this to the attention of the Council in case they disagree or are wondering what happened.
  - Discussion: the way Pastoral team envisioned the 8:15 Service, changes acoustics, and for events when Sanctuary is very full
- Jacque Paige made a motion that the 2021 surplus of \$7,530.42 be allocated to repaying the \$160K line of credit. We used the surplus from 2015-2019 for this same purpose paying back \$84,451.84. Balance still owed to ourselves is \$75,548.16, seconded by Jim Muschett. Unanimously approved.
- All Church Meeting on Feb. 22 reports due Feb 8.

Personnel report by Patty Bilotto.

- Meeting on 2/2

Search Committee report by Jim Muschett

- Great worship service and cottage meeting on 1/23
- Is there a recording?

- Some parishioners were not able to access meeting

Resource/Facilities report by Craig Way:

- Making progress with HVAC part / going smoothing and will be completed by end of February / all equipment is on hand
- Electrical upgrade bids went out and came back in \$140-150K range
  - Yankee Electric (Gary Kopsco) has another idea because we can pull 3 phase electric from the funeral home and GAC on Beach Road. There is a pole that has a transform on it already. UI could run wire from the office across from the funeral home to another pole to a pole on our property that has a pole transformer. This quote is half of the cost. There would be a new pole installed in front of Jones Wing instead of in front of the sanctuary. This new plan would change our engineered drawing. Overall plan is a more aesthetically pleasing plan, less work, less cost.

Worship report by Wendy Williams Brown

- Would like to do more with Pastoral Team and will set up meeting

Outreach report by Rita Skog

- Pasta Dinner on 2/6
- CONNECT Meeting on 1/27
- Refugee family is doing well / expectant mother not doing well / brother in India trying to come on student visa / have jobs and settled in / children happy in school / navigating around community / feel very well supported

### **New Business**

- Members-only section on website for minutes, directory, cottage meeting recording
- David Spollet retirement committee / email Jim Muschett if interested in being on committee

### **Future Meetings**

- February 22 All Church Finance Meeting

Benediction by David Spollett

Adjournment at 8:52

Respectfully submitted,  
Carrie Curtin, Clerk