

CHURCH OF THE GOOD SHEPHERD
Annual Meeting Minutes
January 22, 2023

Those in Attendance

- In Person -- Reesie Dobrick, Will Sartelle, Phyllis Bristow-Johnson, Elizabeth Kooperkamp, Burton Cooper, Leo Martineau, Felicia Martineau, Cindy Cobb, Phil Moros, Beth Mueller, Tom Charbonneau, Tess Taylor, Linda Wentworth, Cindy Willis, Rick Fiddock, Marjorie Strong, Kim Bryant, Linda Webster, & The Rev. Earl Kooperkamp;
- On Zoom – Amy Eschelbach, Bill Crowther, Gail Cummings, Lori Belding, Russ Belding, and Melissa Battah.

AGENDA

Opening Prayer

- The Rev. Earl Kooperkamp opened the 2023 Annual Meeting with prayer at 10:40 am.

Technical Note

- Will Sartelle managed video flow of the online documents per presenter for the onsite congregation as well as those on Zoom, so everyone had access to the documents being presented throughout the meeting.
- All reports were also provided on the church website under the 2023 Annual Meeting tab.

Behavioral Covenant

- Beth Mueller read the Behavioral Covenant for the Church of the Good Shepherd. Document is listed below.

Review of the 2022 Annual Meeting Minutes

- Minutes for the 2022 Annual Meeting were reviewed. One point of discussion was noted by Phil Moros that it would be helpful to have the meeting minutes available within weeks after the meeting, rather than a year later, to ensure items needing follow up are done in a timely manner. No further discussion was requested.
- Tess Taylor made a motion to accept the minutes as presented. Elizabeth Kooperkamp seconded the motion. All were in favor. No dissents. The 2022 Annual Meeting minutes were approved. See below for Annual Meeting Minutes, 2022.

Senior Warden Report

- Phil Moros noted his written report was in line with the many accomplishments of Good Shepherd this past year as reviewed in the Rev. Kooperkamp's sermon this morning (See Pastor's Report below). Phil emphasized development of the Discernment Plan for Good Shepherd in 2022 and the importance of all parishioners' involvement in formulating the plan. Going forward, everyone's dedication will be needed as we face some "heavy lifting" in moving to implement the plan in 2023 and beyond. He thanked the Discernment Team for their great efforts since July 2022 in generating the plan. He noted special recognition of Cindy Willis for serving as Vestry Clerk and Scribe for the Discernment Team, all requiring many, many detailed meeting minutes. The full Senior Warden's report is available below.
- The Rev Kooperkamp thanked Phil for his great work as Senior Warden and overall help for the church for many years. Rev. Kooperkamp also thanked Marjorie Strong for her service to the Vestry as both Marjorie and Phil are moving off of the Vestry, having completed their terms of service. The Rev. Kooperkamp reinforced the appreciation of Cindy Willis for her tireless efforts as Clerk of the Vestry and Scribe of the Discernment Team. Cindy is also moving on from the Vestry.

Junior Warden Report

- Leo Martineau, Junior Warden, noted he has been in the role of Junior Warden for only a year, but had a good introduction to the role in completing a walk-through with his predecessor, Bill Crowther, to facilitate the transition.
- Leo noted he has established contact with a variety of specialty companies for the needs of the church, starting with Benoit Electric to take care of new LED lighting in the kitchen, parking lot, side entrance, and emergency exit. He also coordinated with Benoit Electric to establish the electrical subpanel for our new organ. Other electrical projects included improving sanctuary lighting, getting the rear stairwell light on a motion sensor, and better lighting in the boiler room. Further assessment found that unit heaters in the rear of the sanctuary will need to be replaced along with the exhaust fan in the kitchen. Note: Fluorescent lights can no longer be installed in Vermont buildings.

To address our carbon footprint, Leo noted the oil burner is very old and needs to be replaced. He has researched heat pumps which would work for the undercroft, offices, and Fellowship Hall. He is also looking at higher efficiency propane boilers. He has contacted Mechanical Heat Pumps and Boilers, North Country Mechanical Insulators (possible benefit of increased insulation), New England Air, Allan Thiverge, & Building Energy, exploring various options and costs. He contacted Efficiency Vermont in November and is waiting to hear back from them regarding possible rebate funds. Lajeunesse Construction is also assessing cost & plan for oil tank removal. Safety Klean

will be included. Once Leo has all of the information, he will present his recommendations to the Vestry for consideration of actions needed.

- Question was raised regarding need for lighting in the front door area of the church. Leo noted it was in process.
- The Rev. Kooperkamp thanked Leo for his deep care and concern in taking care of the church's physical plant and working to ensure the efficiency of our heating system.

Stewardship Report

- The Rev. Kooperkamp noted that Ron Hirsch led the Stewardship Campaign for 2022 and made great strides in increasing the number of pledges by 7 and increasing funding to \$56,190.00, the largest pledge amount ever for Good Shepherd. Number of pledges is 29 and average pledge is \$1,940 per year. Ron also plans to provide a workshop for parishioners in the Spring to learn about Wills and Legacy Giving so we will know how we can continue to support Good Shepherd ongoing even after we have passed on. See below for full Stewardship Report.
- The Rev. Kooperkamp thanked everyone for their generous pledges, noting that the total will greatly help Good Shepherd in meeting operating expenses for 2023.

Garden Committee Report

- Linda Webster reported that the Garden Committee had a busy year with regular maintenance of the garden as well as mulching, raised bed removal due to deterioration, replanting of plants from the raised beds, and the addition of new plants. Leo Martineau, Junior Warden, installed a soaker watering system and Jim Willis provided lawn maintenance. Goals for next year include safety assessment of the garden wall by the City Engineer, placing a bench along the wall, leveling the lawn for safer walking, installing a lattice backdrop to the back of the garden, and better weed control throughout all of the church grounds. Nancy Hansen, Cindy Willis, Joy Packert, Richard Packert, Marjorie Strong, Ron Hirsch, and Christina Hirsch were recognized for all of their great teamwork in keeping the garden a bright spot for the neighborhood and an overall wonderful place for reflection and respite for all. Full Garden Committee Report is noted below.

Pet Pantry Report

- Linda Webster reported on the Pet Pantry, a program new to Good Shepherd this year. The goal was to provide pet food to patrons of Enough Ministries who had a dog and/or cat so they could maintain this important support element in their lives. The volunteer team of Phil Moros, Beth Mueller, Cindy Willis, Jim Willis, Ron Hirsch, Christina Hirsch, and Jean McDonald were recognized for their efforts &/or funding in providing 947

gallons of pet food over the last 11 months. Given the documented need, this program will continue into 2023. See full Pet Pantry report below.

Organ Committee Report

- Marjorie Strong reported on the great addition of the Casavant Organ which debuted in December 2021. Parts of the electrical system which were not available at the time of the debut were installed in early 2022. Casavant technicians also worked on other aspects of the organ to ensure its full functioning. The organ debuted to the public on July 28, 2022 with a concert by organists Ernie Drown, Eric Tupper-Giles, and our own Marjorie Strong. In addition, Beth Hilgartner provided some accompaniment on the Baroque Recorder. The wide variety of music presented demonstrated the great capabilities of the organ. The plan is to have additional concerts and opportunity to utilize the organ for organ lessons. A music committee is needed to coordinate such activities and a fund needs to be established for ongoing maintenance and repairs that might be needed to keep the organ in good working order. It was noted that grants are available for such and the balance of \$22,882.50 currently in the Organ Fund, after income and expenses in 2022, could be utilized as well. See full Organ Report below.

Financial Reports 2022 & Budget 2023

- Tess Taylor, Treasurer, reviewed the Financial Report for 2022 & Projected Budget for 2023, compared to the Budget and Outcome for 2022. Full reports are available below.
- Total cash on hand: \$114,536.71
 - The balance in the PayPal account will be transferred to the Northfield Savings Bank account.
 - The \$2,100 GoFundMe account balance is for The Poor People's Campaign, VT, who we sponsor.
 - The \$1,362.71 balance for SISP (National grant for Strategic Investment in Sacred Places) is funding left over from a previous grant. Tess noted she has thoughts about how to use remainder of the funds and will make a proposal to the Vestry.
 - \$11,250.86 balance for CAMEO Arts Foundation – we are a sponsor.
 - Amy Eschelbach raised a question about the Dishwasher Fund -- \$1,000 donated by Ana Cumming. Use of this funding will be reviewed since a dishwasher is not planned at this time.
- 2022 Year to Date
 - Income: \$71,869.59, Budgeted: \$62,100 – 116% of Budget
 - Expenses: \$82,073.60, Budgeted: \$69,715 – 118% of Budget
 - Deficit - \$262.75 over projected deficit of \$7,615
- Balance Sheet as of 12/31/2022
 - Total Cash: \$125,307.23
 - Total Assets: \$411,548.60

- Total Liabilities & Equity: \$433,700.12
- No withdrawals were made from the Investment Account.
- The Vestry could look at the possible option of paying off the \$20,000 Diocesan Loan for the Organ, given the current balance of \$22,882.50 in the Organ Fund.
- 2023 Budget
 - Projected Income: \$67,300
 - Projected Expenses: \$92,617
 - Net Income/Expense: (\$25,317)
 - Pledges exceed projected amount by over \$6,000.
 - Most incoming gifts have come with no restrictions.
 - Projections for the Outreach Fund is based on a three-year rolling average.
 - Clergy Salary has been raised to be in compliance with Diocesan Standards (SECA & Pension are thus higher, accordingly, as they are based on % of salary).
 - Clergy healthcare costs are now through Medicare. The amount noted in the budget is only for the Rev. Kooperkamp. Thought should be given to covering Medicare cost of Elizabeth Kooperkamp as well, since all prior healthcare costs over the last 10 years for both Rev. Kooperkamp and Elizabeth were covered by Elizabeth's insurance.
 - Housing allowance of \$15,000 is not an expenditure, rather it is a reflection of the Rectory as an asset.
 - Church Administrator's salary has been increased to \$20 per hour, a more current standard.
 - \$500 is added to this year's budget for VIA in order to support our membership with them.
 - Heating costs for church and rectory are projected to be significantly higher than 2022 due to inflationary cost of oil. Leo Martineau is researching options for more efficient heating systems for both the church and the rectory going forward.
 - Diocesan Assessment is based on a formula per size of budget for general operating expenses. Our portion is 13% currently. If size of budget changes, assessment is reconciled at the end of the year.
 - Budget for 2023 was reviewed and approved by the Vestry at the December 12, 2022 meeting.
- The Rev. Kooperkamp thanked Tess Taylor for her detailed work in keeping a close eye on all budgetary matters for Good Shepherd.

Election of Vestry Members

- Elections were held for the two open positions on the Vestry. Melissa Battah and Reesie Dobrick, both self-nominated, were elected by unanimous vote. Reesie explained her desire to be on the Vestry as a way of giving back for all that the church has done for her and her family. Melissa noted that she has worked in the community for Vermont Interfaith Action for 10 years and served on the Board for the Good Samaritan Haven

and would now like to better understand the inner workings of the church by joining the Vestry. Both were welcomed and thanked for their investment in Good Shepherd through their service on the Vestry. The Rev. Kooperkamp noted that their experience will be very important as we look at our Discernment Plan programming for young families. He also reported that Lindi Liimatainen will join the Vestry as Clerk and Linda Webster as Senior Warden, filling the openings vacated by Cindy Willis and Phil Moros who have completed their Vestry service.

Election of Convention Delegates

- The Rev. Kooperkamp called for volunteers to represent Good Shepherd at the Diocesan Convention in November 2023. Linda Wentworth, Tess Taylor, and Linda Webster volunteered. All were so moved by the congregation. None opposed. The Rev. Kooperkamp called for volunteers to be alternates for the Diocesan Convention, should any of the primary delegates be unable to attend. Elizabeth Kooperkamp, Rick Fiddock, and Tom Charbonneau volunteered. All were so moved by congregational vote. None opposed.

New Business

- No new business was noted.
- The Rev. Kooperkamp expressed much appreciation for the strong leadership efforts at Good Shepherd and thanked everyone for the many accomplishments in serving our community throughout 2022.

Closing Prayer

- The Rev. Kooperkamp closed the Church of the Good Shepherd Annual Meeting for 2023 by having the congregation join in singing the last verse of Hymn 380, the Doxology. The meeting was adjourned at 11:58 am.

Respectfully submitted,
Linda Webster