



Emmanuel Church ~ Dublin, NH

133rd Annual Meeting

Sunday, August 29, 2021

Agenda

1. Welcome and Call to Order
Ellen Avery, Senior Warden
2. Confirmation of quorum
Ann Conway, Secretary
3. Opening Prayer
Rev. John Branson
4. Approval of 2020 Annual Meeting Minutes
Ellen Avery
5. Wardens' Reflections
Ellen Avery & Jack Sands,
Junior Warden
6. Priest – In – Residence Address to Congregation Present
Rev. John Branson
Rev. Gideon Pollach, read by John
7. Treasurer and Investment Reports
Kathryn Miner, Treasurer
 - a. Overview of 2021 budget activity
 - b. Review of approved 2022 Budget
8. Committee Reports
 - a. Altar Guild – Cynthia Chace
 - b. Buildings & Grounds – Ted and Wendy Pearre
 - c. Music - Bob Englund
 - d. Outreach –
 - i. Food Collection – Ann Conway
 - ii. 2020 Donation Distribution – Bill Raymond
 - e. Rectory –Martha Raymond
 - f. Service Ministry – Anna Ritchie
 - g. Nominating Committee ~ Election of 2022 Officers
Sally Collier, Committee Member
9. Call for 2022 August Priest in Residence, Rev. John Branson
and Rev. Gideon Pollach
Ellen Avery
10. New Business
 - a. Church Roof Replacement Project
Ted Pearre and Jack Sands
11. Adjourn

2022

Opening Sunday ~ June 26
Closing Sunday ~ September 4

Emmanuel Church
Dublin, NH 03444
(Draft) Minutes of the 2020 Annual Meeting
Sunday, August 30, 2020

Due to the Covid 19 Corona Virus Pandemic, as requested by the Diocese of NH, the 132nd Annual Meeting of Emmanuel Church was held by ZOOM, rather than as an in-person gathering of the congregation.

The meeting began with a Welcome and Call to Order by Senior Warden Ellen Avery at 7:09pm on Sunday, August 30, 2020.

In Attendance:

Ellen Avery (Senior Warden), Jack Sands (Junior Warden), Ann Conway (Secretary), Kathy Miner (Treasurer), Very Reverend Gideon Pollach (July Priest), Reverend John Branson (August Priest), and the following 2020 Managing Committee Members: Cynthia Chace, Bob Englund, Bob Hamshaw, Ted Pearre, Bill Raymond, and Martha Raymond.

Members of the congregation present included Elizabeth Bluhm, Sally Collier, Dita Englund, Jack Lewis, Sharon MacCartney, and Wendy Pearre.

Secretary Ann Conway confirmed that a quorum was present.

Rev. John Branson offered an opening prayer.

It was moved / seconded/ and unanimously approved that the reading of the (Draft) Minutes of the 2019 Annual Meeting of Emmanuel Church, held August 25, 2019, be waived, and that these Minutes be accepted and approved as distributed.

REPORT ON FINANCIALS – Kathy Miner, Treasurer

The Emmanuel Church Profit & Loss Statement (January 1 through August 29, 2020) and Balance Sheet as of August 29, 2020 were distributed to the congregation electronically earlier today, along with a 2020 Revised Proposed Budget and a 2021 Proposed Budget, which is still a work in progress.

(These documents are available on request from the Treasurer.)

In summary, during this unusual Covid summer, we remain in fiscally sound shape.

Thanks to Christine Clinton's excellent management of our investment portfolio, we are doing well in a currently strong market.

Contributions have exceeded projections.

Though there have been some previously unbudgeted expenses, there have also been some savings due to not holding in-person worship services this summer. (See revised approved 2020 Budget).

There are many as yet unanswered questions regarding plans for Emmanuel's re-opening for in-person worship (hopefully in 2021). The Managing Committee will meet (by

ZOOM) to discuss and approve a Budget for 2021, which will be distributed to the congregation at a future date.

COMMITTEE REPORTS: (All reports are available from the Secretary on request.)

ALTAR GUILD – Cynthia Chace

Emmanuel was opened in early June to set up for filming of virtual services offered each week beginning June 28, 2020 and concluding September 6, 2020. Bill Raymond has been attending to details when he goes in to record. The church will be packed up for winter as usual following the final recording.

BUILDINGS AND GROUNDS – Ted Pearre

While grounds clean up from winter storms went smoothly, the suspension of on-campus learning at the Dublin School (due to the pandemic), eliminated the support their Community Service program had provided in the previous year. With the decision to move Emmanuel's services online for summer 2020, instead of employing a landscaping company, Dublin School summer boarders were hired instead to weed all paths and landscaped beds.

Current plans / projects include:

1. Fall 2020 and Spring 2021 clean up weekends, hopefully using returning Dublin School students
2. Reseeding the back of the church lawn
3. Installing irrigation for the front and rear lawns
4. Removal of debris from lower church / rectory parking lot
5. Completing registration for Town of Dublin's Broadband installation with intentions to have it fully operational by summer 2021.

COMMUNICATIONS – Bill Raymond

In response to the Bishop of NH's orders that due to the pandemic, no in-person worship services could be held during summer 2020, two major tasks were accomplished this summer at Emmanuel of which we should be very proud – the creation of a website (www.emmanuelchurchdublin.org), and the production of eleven weekly videos of Sunday Morning Prayer Services viewable to all through YouTube.

It should be noted that EMMANUEL IS THE ONLY SUMMER CHAPEL IN THE DIOCESE OF NH THAT OFFERED VIRTUAL SERVICES THIS SUMMER! All other summer chapels simply remained shuttered this season.

Many thanks to Gideon Pollach for all his help, guidance, and instruction in making this happen, and to John Branson for his encouragement as well. Gideon referred us to a company called Membership Vision, which specializes in church websites. Working with Lisa Brown, photographs, text, and historical documents were submitted to MV, and they were able to very quickly construct the Emmanuel Church website in June. One of the main capabilities of the new website has been its ability to host our eleven weekly videos of Sunday Morning Prayer Services.

On each Tuesday morning, readers from the congregation were recorded by Bill Raymond. The services themselves, led by our Priests Gideon and John, were recorded on Thursday mornings. Seth Brenzel from Walden School submitted musical offerings every week, which served as our Offertories. Bob Englund came in several times to record the hymns used as preludes and postludes to the services. The Altar flowers contributed weekly by others, added beauty to our virtual services.

YouTube tallies “attendance” at each service with an average of 35 viewers clicking in per week. (The total may actually be slightly higher with several viewers in a household watching together.) The cost for minimal equipment needed to produce the videos (using an i-phone) was under \$100.

FINANCE – Bob Hamshaw

Bob re-iterated the positive news that financial contributions, in spite of Covid, have been received in excess of expectations. As far as investments, the stock market is reaching record highs. While this may not continue, for now we’ll “take it as it is.”

It is important to remain intentional in pursuing contributions to Emmanuel. In the spring months an appeal letter will go out to the congregation.

MUSIC – Bob Englund

In this summer of no in-person services, music continued at Emmanuel.

Thanks to Walden School, and particularly to Seth Brenzel for providing files each week of performances by Walden musicians for use in our weekly on-line services. Bob also played the organ preludes and postludes used, as videoed by Bill Raymond.

The organ is in pretty good shape, though before next summer it will need tuning and servicing, and possible repairs of pedals not working properly.

RECTORY – Martha Raymond

The process of opening and closing the Rectory is the same each year. Many thanks to Bill Raymond, plus Ted and Wendy Pearre for their assistance in performing the routine tasks needed. The Rectory is an old house with some maintenance needs. This year a small amount of interior painting was done.

Before next summer it is hoped that the bathroom light fixtures can be replaced as well as the tired old stove in the kitchen.

The Rectory was cleaned before the arrival of the Pollach and Branson families, and will be cleaned once more this year. Thanks to the Pollachs and Bransons for leaving the rectory in such good shape. The Church has been cleaned once, and will need a thorough cleaning before (hopefully) re-opening for services next summer.

SERVICE MINISTRY – Ann Conway for Anna Ritchie

As with all things this summer, the Service Ministry Uber Board has gone on-line due to Covid 19. Though participation was down over previous years, 16 people participated during our 11 weeks this summer.

Anna states that while the electronic Uber Board took some getting used to for many in the congregation, she believes it is a useful tool, and proposes we continue to use it next summer in addition to the physical Uber Board, provided we are able to meet in person next summer. This will allow for more participation from our August attendees, as they would be able to sign up before arriving in Dublin.

NOMINATING COMMITTEE – Jack Sands

The primary purpose of the Emmanuel Church Annual Meeting is to elect Managing Committee Officers for the following year. The 2020 Nominating Committee consisted of Jack Sands (Jr Warden / Chairman), Sally Collier, and Susie Catlin who presented the following Slate:

Senior Warden – Ellen Avery

Junior Warden – Jack Sands

Secretary – Ann Conway

Treasurer – Kathy Miner

All above nominees have agreed to continue to serve in their current roles. There being no further nominations, Bob Hamshaw moved, and Jack Lewis seconded a motion that the Slate of Officers be elected as presented. The motion passed unanimously.

JULY PRIEST-IN-RESIDENCE – Very Reverend Gideon Pollach

Gideon presented a re-cap of the work so ably accomplished at Emmanuel, during this “summer of Covidtide,” especially noting the efforts of Ellen Avery, Jack Sands, and Bill Raymond in successfully establishing a virtual presence for Emmanuel through the creation of a beautiful website and the production of weekly on-line services. It was a steep learning curve, but a very positive transition from familiar in-person worship to new weekly on-line services, Bible Study, and Newsletters. Thanks to the Dublin School, Walden School, the persistence and faithfulness of the people of Emmanuel for making it happen.

Emmanuel Church is the ONLY SUMMER CHAPEL in the Diocese of NH to have virtually “opened” this season. It is hoped that the Bishop is aware of our efforts, and has seen at least one of our offerings.

Gideon also expressed his heartfelt thanks that he and his family were able to join us in Dublin this summer from Cold Springs Harbor, NY. In spite of the limitations imposed by the pandemic, it was a wonderful restorative visit, and a gift for all of them.

BYLAW ADDITIONS / CHANGES – Jack Sands

Jr. Warden Jack Sands presented two minor (“housekeeping”) recommendations regarding additions to/ changes in the Emmanuel Church By Laws:

1. ARTICLE 2 MEETINGS OF THE CONGREGATION:

ADD the sentence “If deemed necessary by the Episcopal Diocese of New Hampshire the meeting may be held by a telecommuting system.”

Purpose of addition: Requested by the diocese.

2. ARTICLE 3 OFFICERS subsection (a) duties of the Senior Warden:
STRIKE “Junior Warden” from the sentence “The Nominating Committee shall consist of ...congregation at large,” instead ADD “shall consist of the IMMEDIATE PAST SENIOR WARDEN... congregation at large.”

Purpose of change: To remove the Junior Warden from the Nominating Committee to avoid any possible conflict of interest.

It was moved by Jack Sands, and seconded by Bob Hamshaw to accept the above mentioned addition and change to the By Laws. The motion passed unanimously.

Jack Sands also encouraged all present to be thinking who might be interested in being future Officers of the Emmanuel Church Managing Committee. Please bring names of possible candidates to KC King (the immediate past Senior Warden and new Chair of the Nominating Committee).

OLD BUSINESS / PLANS FOR 2021 – Jack Sands

At the 2019 Annual Meeting there was discussion about a new landscaping plan, irrigation and parking lot issues, a possible capital campaign, coordinating efforts with the Dublin School, etc. In light of where we are now in the midst of a pandemic, we will not pursue this for the time being. It is hoped we may continue such discussions in the future.

OUTREACH – 2021 DONATION DISTRIBUTION – Kathy Miner

Kathy presented a list of the 2020 Charitable Outreach from Emmanuel Church as approved at the 2019 Annual Meeting. Checks to the following will be paid as budgeted during the 2020 fiscal year.

Kathy proposed that this list for Charitable Outreach remain the same for 2021:

Monadnock Family Services -\$100
Monadnock Developmental Services - \$300
The Community Kitchen, Inc - \$200
Peterborough Food Pantry - \$200
Walden School - \$200
Dublin Community PreSchool - \$150
Monadnock Center for Violence Prevention - \$300
Hundred Nights, Inc. - \$300
Community Volunteer Transportation Company -\$200
Southwestern Community Services - \$250
Monadnock Area Transitional Shelter - \$150
Reality Check - \$150

Episcopal Diocese of New Hampshire \$600
Berkeley Divinity School at Yale - \$140
The General Theological Seminary - \$140

Total 2020 Outreach - \$2,500
Voluntary 1% Seminary Support - \$280
Voluntary Summer Chapel NH Diocese Support - \$600

During discussion, no names of additional organizations to make possible contributions were mentioned. John Branson urged that if there is surplus income, we might consider increasing the amount to be given to the Diocese of NH.

2021 Charitable Outreach will be part of the overall 2021 Budget, as yet to be finalized and approved by the Managing Committee.

AUGUST PRIEST-IN-RESIDENCE – Reverend John Branson

Without having conferred with Gideon, in his August Priest's Report John cited THE EXACT SAME SCRIPTURE (2 Timothy 4:2 and Romans 12:12) that Gideon cited in his remarks earlier during this meeting!!!!

“Preach the word; be prepared in season and out of season; correct, rebuke, and encourage – with great patience and careful instruction.”

“Rejoice in hope, be patient in affliction, be persistent in prayer”

Great minds think alike! (Secretary's note – I received John's written report earlier in the day – before Gideon spoke haha!)

John also reiterated Gideon's message of praise and thanksgiving for all who worked and participated this summer in supplying virtual, online worship and Bible study opportunities each week, from Emmanuel Church, the only summer chapel in the Diocese of NH to do so. Quoting John, “Thanks be to God for the creativity, imagination and persistence of all that God's worship and praise continue in this part of heaven called Dublin, New Hampshire.”

Very Reverend Gideon Pollach offered the closing prayer.

The 132nd Annual Meeting of Emmanuel Church was adjourned at 8:29 pm.

2021
Opening Sunday – June 27
Closing Sunday – September 5

Respectfully submitted,

Ann W. Conway
Secretary

Emmanuel Church
2022 Approved Budget

	2021 Approved Budget	2021 Actual P & L 08/20/21	2021 Estimated P & L	2022 Approved Budget 08-20-21
Income				
4001 · Contributions-Incl. merchant fees contributed	\$ 23,248.00	\$ 15,075.01	\$ 15,075.01	\$ 19,401.00
4002 · Other Contributions (flowers,memorial)		\$ 200.00	\$ 200.00	
4003 - Plate		\$ 4,361.00	\$ 5,000.00	\$ 5,000.00
4005 - Church Capital Fund				
4006 - Rectory Capital Fund				
4007 - Rectory Landscape Fund				
4100 · Investment Income-Vanguard-unrealized distrib.	\$ 6,599.00	\$ 2,806.04	\$ 5,168.00	\$ 5,000.00
4205 · ST Capital Gain-Vanguard				
4210 · LT Capital Gain-Vanguard				
4190 · Interest Income -Peoples United Bk	\$ 2.00	\$ 0.78	\$ 1.50	
Total Income	\$ 29,849.00	\$ 22,442.83	\$ 25,444.51	\$ 29,401.00
Expense				
6005 · Bank Charges-safe deposit box, merchant acct fee:	\$ 75.00	\$ 25.50	\$ 25.50	\$ 60.00
6015 · Office Supplies	\$ 450.00	\$ 316.00	\$ 576.00	\$ 400.00
6025 Website (& Virtual expenses)	\$ 800.00			\$ 200.00
6101 · Summer Priest Salary	\$ 5,500.00	\$ 2,500.00	\$ 5,500.00	\$ 5,500.00
6105 · Supply Priests	\$ -			
6110 · Club dues for Clergy	\$ 3,684.00	\$ 3,721.00	\$ 3,721.00	\$ 3,907.00
6200 · Insurance - Liability & WC	\$ 2,970.00	\$ 592.00	\$ 2,164.00	\$ 2,200.00
6201 · Organist	\$ 1,700.00	\$ -	\$ 1,700.00	\$ 1,700.00
6210 · Special Music	\$ 1,650.00	\$ 900.00	\$ 1,650.00	\$ 1,650.00
6215 · Organ & Bellows Maint.	\$ 300.00	\$ 405.00	\$ 1,400.00	\$ 450.00
6301 · NH Diocese Contribution	\$ 600.00	\$ -	\$ 600.00	\$ 600.00
6305 · 1% Seminary Support	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
6401 · Church School Staff	\$ 600.00	\$ -	\$ -	\$ 600.00
6402 · Church School Supplies	\$ 50.00	\$ -	\$ -	\$ 50.00
6405 · Altar Guild Supplies (& flowers)	\$ 100.00	\$ 47.95	\$ 47.95	\$ 100.00
6410 · Coffee Hour Supplies	\$ 250.00	\$ -	\$ -	\$ 250.00
6450 · Special Events (adv)	\$ 100.00	\$ -	\$ 100.00	\$ 100.00
6510 · Rector's Discretionary Fund	\$ 150.00	\$ -	\$ -	\$ 150.00
6520 · Outreach Donations	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 2,500.00
6610 · Cleaning Rectory	\$ 600.00	\$ 100.00	\$ 400.00	\$ 400.00
6611 · Garbage Removal	\$ 550.00	\$ 120.00	\$ 330.00	\$ 330.00
6620 · Pest Control	\$ 800.00	\$ 740.00	\$ 1,260.00	\$ 1,260.00
6630 · Normal Repair & Supplies Rectory	\$ 100.00	\$ 104.54	\$ 104.54	\$ 200.00
6632 · Painting, Decorating & Furnishings	\$ -	\$ -	\$ -	\$ 500.00
6635 · Plumbing & water on/off	\$ 500.00	\$ 300.00	\$ 600.00	\$ 600.00
6640 · Telephone & Internet - Rectory	\$ 500.00	\$ 337.67	\$ 756.00	\$ 756.00
6642 · Propane (hot water) Rectory	\$ 200.00	\$ 60.27	\$ 60.27	\$ 65.00
6645 · Electricity - Rectory	\$ -	\$ -	\$ -	
6699 · Capital Expense Rectory	\$ 100.00	\$ 783.90	\$ 783.90	
6710 · Cleaning Church	\$ 550.00	\$ 75.00	\$ 500.00	\$ 500.00
6730 · Normal Repair & Supplies Church	\$ 150.00	\$ -	\$ 150.00	\$ 150.00
6732 Church Exterior Painting	\$ -	\$ -	\$ -	
6733 · Church Furnishings	\$ -	\$ -	\$ -	
6740 · Alarm & Telephone - Church	\$ 800.00	\$ 656.61	\$ 853.00	\$ 853.00
6745 · Electricity - Church	\$ -	\$ -	\$ -	
6799 · Capital Expense Church	\$ -	\$ 8,209.00	\$ 8,209.00	
6801 · Grounds	\$ -	\$ -	\$ -	\$ 1,200.00
6899 · Capital Expense Grounds	\$ 3,220.00	\$ 1,350.00	\$ 1,350.00	\$ 1,870.00
Total Expense	\$ 29,849.00	\$ 21,344.44	\$ 35,641.16	\$ 29,401.00
Net income (loss) incl. unrealized Vanguard distrib.	\$ -	\$ 1,098.39	\$ (10,196.65)	\$ -

	8/17/2021
Peoples United Bank Checking Balance	\$ 7,139.23
Vanguard Investments	7/31/2021
Cash - Federal Money Market	\$ 21,566.86
Vanguard Short-Term Investmt Grade Adm	\$ 171,438.61
Vanguard Total Stock Mkt Index Fund	\$ 202,375.05
Small Cap Value ETF	\$ 30,914.80
Individual Company Stock	\$ 863.55
Vanguard Investments Balance	\$ 427,158.87

Emmanuel Church B&G Roof Update August '21

In a recent servicing of Emmanuel Church's organ, water damage was reported. A temporary tarp was installed on the backside of the organ. (This cannot be seen from the pews and does not impact the playing of the organ, so it will stay in place until a more permanent solution - a new roof - is in place.) **The Good News:** *Despite the rain from tropical storm Henri, in the day(s) following, the ceiling area appeared dry!...*

A subsequent review by Melanson Roofing identified water stains on the ceiling and wall behind the organ. The water damage to the organ most likely occurred in the last two years (the last time it was serviced prior to last week.) In addition to reviewing the interior surfaces, the corresponding roof area was inspected.

Concerns: The roof-shingling is significantly compromised. The shingles are "punky" and, in some cases, falling apart. Matt Bond could, in places, could touch the underlay. This shingle deterioration continues, perhaps at a greater rate than other areas, because it is facing East and the nearby pines (air circulation and shade) make it the last section to dry out... The shingles need replacement, sooner than Spring/Summer 2023.

Options include:

- 1.) Patch the 10x10 section...
- 2.) Re-roof a larger section - the entire East side, excluding the gable ends and up to the green louvres of the steeple...and complete the exterior renovation in stages. (The earliest Melanson could schedule this would be Spring '22.)
- 3.) Proceed with LCHIP application for grant money to be applied towards remaining stage(s) of roof renovation: (north, south, & west surfaces, gable ends, steeple with louvres?, screens?)

In the meantime, Melanson suggested there should be regular checks of the interior - following significant rains - to ensure there is not a situation that requires immediate attention. **Note:** "Normal" deterioration continues in all exterior surfaces. While we are hopeful of NO additional leaks will occur before Emmanuel schedules its timeline for a new roof, we need to be ready to respond with either patching or starting Stage 2 in 2022.