

Trinity Episcopal Church
Minutes of the Vestry Meeting
Monday, August 17, 2009

Present: Ron Pogue (Interim Pastor), Paul McLain (Curate), Ellen Tracy (Senior Warden), Tom McCoy (Junior Warden), Margaret Bearse, Dave Edington, Donna Griffin, Nancy Kelley, Garth Myers, Debbie Pitts, Joan Ring, Micah Seybold, Marty Smith, Susan Tate, Kent Tomlinson, Matt Lord (Treasurer), Maria Thompson (Clerk)

Absent: Mark Holmberg

Guest: Jerry Hare

Call to Order and Opening Prayer

The meeting was called to order by Fr. Ron at 7:10 p.m. He led a prayer to open the meeting.

Declaration of Quorum

A count was taken and a quorum declared.

Approval of the Minutes of the June 2009 Meeting

The minutes of the June 2009 meeting were approved as presented.

Profile Committee

Jerry Hare discussed the work of the Profile Committee. They hope to have the parish profile completed by early December.

Surveys

The committee is about to finish developing two surveys that will be sent to all parishioners. They will also be available in different areas of the church building on Sundays. One survey is in regard to how we see the church, and the other is about what we wish to see in our new rector.

Cottage Visits

The purpose of the cottage visits will be to allow groups of parishioners to gather to discuss the search and their desires for the future. The meetings will take place mid-September through early October.

Interim Pastor's Report

- Fr. Ron expressed appreciation for the help he and Gay received as they moved to Lawrence and settled in.
- He suggested we begin work on an on-line pictorial directory that would be used by the office and could be made available to parishioners.
- He would like to get started on some strategic planning for the near future. He'd like to have a committee that will develop a plan that can be incorporated into the parish profile.
- There is a planned adult education program through September, and plans are being made for October and later. There will be discussions with the leaders of children's education regarding ways to engage parents in Christian formation.

Newsletter Service

Fr. Ron would like the church to subscribe to an e-mail newsletter service which would be used to communicate with the parish on a regular basis and prior to special events. The cost would be \$30.00 per month, and we could access and use the service as often as we'd like.

Kent made a motion to approve a subscription to an e-mail newsletter service. Donna seconded. The motion passed by unanimous vote.

Curate's Report

- Fr. Paul will be presenting a series on faith, economics and stewardship during the Adult Forum, beginning September 13
- Margaret Bearse has done a great job with children's education through the summer.

Senior Warden's Report

- Ellen welcomed Fr. Ron and thanked all who helped with his move to Lawrence.
- The date of Jonathon Jensen's installation as dean has been moved to October 15. Ellen would like to have a group of Trinitarians go to Little Rock for the ceremony.
- Bob Sanner has agreed to chair the Stewardship Committee.

Habitat for Humanity

A representative of Habitat asked for permission to send fund-raising letters to the parishioners of Trinity around September 20, the International Day of Prayer and Action. It was agreed that this fall would not be a good time, as their campaign would interfere with our stewardship drive. However we do need to remember that we are a covenant church with the local chapter of Habitat, so should support them in some way.

Donna made a motion to include support of Habitat for Humanity in our strategic plan. Additionally, Susan Morris, a parishioner who is involved with Habitat, will be given the opportunity to educate the congregation about the organization and notify parishioners about opportunities to donate. Margaret seconded. The motion passed by unanimous vote.

Junior Warden's Report

- There have been windows broken on cars sitting on church property and bordering streets. Everyone was reminded that they should not leave valuables in their cars when visiting the church.

Trinity Environmental Stewardship Team (TEST)

- TEST will be giving a presentation about what they are doing to improve Trinity's environmental footprint.
- They are planning to work on some windows in the church building to make them more energy efficient.
- TEST member Dave Owen found some inconsistencies on our electric bills, and is working with Westar to fix the problem and get a refund or credit for the church. It appears they hadn't been re-setting the meter after reading it each month, resulting in over \$4,000 in extra charges.

Treasurer's Report

Operating Line of Credit

Our operating line of credit at People's Bank is up for renewal. We haven't had to dip into it this year, but it would be good to have in case it's needed in the future.

Garth made a motion to extend our operating line of credit at People's Bank. Donna seconded. The motion passed by unanimous vote.

Giving Statements

Some concern was expressed regarding missing figures on the most recent giving statements. Matt said new statements will be sent out.

Budget

We are currently forecasting a \$67,000 deficit by year-end, mostly due to uncollected pledges, a problem currently made worse by the seasonal down time in collections. Matt recommended that next year's budget be based on pledged amounts minus ten percent, which would result in a more reasonable budget.

Garth made a motion to develop a more realistic operating budget for 2010, using Matt's recommendation of pledged amounts minus ten percent. Micah seconded. The motion passed by unanimous vote.

By-Laws

Kent handed out copies of the by-laws, both as they currently are and with proposed changes. He asked that everyone review the proposal, submit suggestions to him by e-mail, and be prepared to vote on the final version at the September meeting. Once approved by the vestry, the changes will have to be approved by the bishop, then by the congregation during two separate parish meetings. Ideally, they will go into effect as of the next annual meeting.

Art Consignment Agreement

There was discussion regarding the proposed consignment agreement between Trinity and artists whose work will be displayed in the church.

Joan made a motion to approve the consignment agreement as presented at the April vestry meeting. Debbie seconded. The motion passed by unanimous vote.

Stewardship Campaign

Committee Chair Bob Sanner has met with Fr. Ron and Fr. Paul to discuss this year's stewardship campaign. The kick-off would be a day when the whole parish would meet for one service and a meal. Prior to that, there will be speakers to talk about stewardship at each of the services, and possibly personal notes from vestry members sent to parishioners. The plans and details will be worked out by the committee.

Parish Almoner

The almoner assists the rector and curate with the discretionary fund. Usually the almoner is the senior warden.

Debbie made a motion to appoint Ellen Tracy to be Parish Almoner. Kent seconded. The motion passed by unanimous vote.

Interim Pastor's Housing Resolution

The housing allowance is designated for tax purposes and covers living expenses, including such things as mortgage, utilities, and furniture. Fr. Ron indicated that he expected his living expenses through December 31 to be around \$16,328.77.

Joan made a motion to accept the designated amount of \$16,328.77 for Fr. Ron's housing allowance for the period of August 5 through December 31, 2009. Donna seconded. The motion passed by unanimous vote.

Strategic Planning

A committee will be formed to develop a strategic plan for the church. The vestry will give final approval to the plan. The goal is to come up with a short-term plan that will cover the interim period and the first year of the new rector's term. There will be further discussion at the September meeting.

Nathan Haley

Our employment agreement with Nathan is for summer 2009 only. However, he is doing a great job and Ruthie Townsend would like him to stay on to help her and take care of our technology needs. Additionally, the profile and search committees will need to make use of his skills. We are paying him \$15 per hour, and he currently works ten hours per week.

Nancy made a motion to extend Nathan Haley's employment agreement through December 31, 2009, with the understanding that a portion of his pay can come from the search budget because he will be providing technical support for the profile and search committees, and/or it will come from the unallocated funds in the Shirer bequest. Kent seconded. The motion passed by unanimous vote.

Spiritual Reflection

Donna talked about how stressful her life is right now, and how it's made her angry with God. She said that it's all in God's hands, and asked for prayers for her family and her.

Adjournment

The meeting adjourned at 9:30 p.m. Fr. Ron led the closing prayer.

Respectfully submitted,
Maria Thompson, Clerk