

Trinity Episcopal Church
Minutes of the Vestry Meeting
Monday, May 16, 2016

Present: Rob Baldwin (Rector), Susan Terry (Assistant Rector), Terry Mandle (Senior Warden), Andrew Hoyt (Junior Warden), Jennifer Attocknie, Brenda Clary, Steve King, Glenna Kleinkauf, Dusty McCoy, Chuck Olcese, David Severance, Bill Benso (Treasurer), Maria Thompson (Clerk)

Absent: Katie Bieker, Nora Clark, Marilyn Russell

Call to Order

The meeting was called to order by Fr. Rob at 6:35 p.m.

Declaration of Quorum

A count was taken and a quorum declared.

Approval of the Minutes of the April 2016 Meeting

Glenna made a motion to approve the Minutes of the April meeting. David seconded. The motion passed by unanimous vote.

Rector's Report (in addition to written report)

Fr. Rob discussed some of the items from his written report:

- He officiated at the funeral for Ruth Tomasek.
- The Pentecost celebration on May 5th went well.
- The Trinity Sunday lunch will be on May 22nd.
- There are two baptisms coming up.
- He taught "Anglican Identity" at BKSM.

Finances

He discussed four points regarding our finances:

1. He suggested we free up some of the money in the Birthday Fund and Memorial Fund to be spent on operating expenses. This would not be a permanent, on-going solution, but would be a way to help repair some of the damage done by financial decisions that were made years ago.
2. He would like the Vestry to consider designating a portion of estate gifts received in 2016 to be divided between the endowment and the general operating fund.
3. The Vestry needs to discuss funding of the food pantry.
4. We need consider adjusting the mission plan to reflect some expenses that didn't exist when the budget was put together, such as staff for the second nursery.

Glenna made a motion to remove the Birthday and Anniversary lines in the budget, and put those funds into the general operating line. Andrew seconded. The motion passed by unanimous vote.

Items 2, 3 and 4 above will be discussed in more depth at the June Vestry meeting.

Assistant Rector's Report

The last day of Sunday School will be May 22nd. The teachers and volunteers will be wearing flowers, and everyone is encouraged to thank them for the great job they've all done over the past school year.

Children's Chapel will continue through the summer.

We've received many gifts for the new nursery, and may have a new attendant for it soon.

The Family Ministry recently went to a baseball game.

We've received many thank-you notes from people at the Willow Center for the shower gifts.

Mthr. Susan would like to have a line added to the budget for Children's Ministry.

Glenna will begin leading the acolytes in the fall. They will be required to go through training before they can serve.

Treasurer's Report

All financial obligations are current. There were no anomalous expenses during April. Utility expenses year-to-date are considerably above budget, but there was some improvement in April, and further improvement is possible in May.

Cash management continues to be a serious challenge. The majority of Trinity's expenses are recurring on a monthly basis, and the bulk of these are mandatory payments. The expenses we truly have control over, in both amount and timing, are Stewardship, Advertising, Financial Audit, and contributions to the food pantry. However, these four items are only 3.1% of the budget. With so little flexibility, it is absolutely necessary for the budgeted income to be realized at a more consistent, linear rate.

Unfortunately, we are on a familiar path for our income this year, with contributions dropping in spring and summer, then going up at the end of the year. That does not work when we have bills to pay throughout the year.

Senior Warden's Report

Terry is pulling together information about fundraising through restaurants, in which a small portion of sales on a given night would be donated to Trinity.

Consideration is being given to having a silent auction at the Harvest Festival.

Plans are moving ahead for "Trinity's Got Talent."

HVAC System

P1 and Scott Temperature have given bids for yearly maintenance on the HVAC systems. Tod Sutton and Greg Hazen reviewed the estimates.

- Scott offered a package that will cost around \$2,500 for four service calls per year for all 15 units.
- P1 offered a plan that will cost around \$9,960 per year, which would include looking at hot water heaters and refrigerators.

Tod and Greg don't believe P1's higher price is warranted for Trinity.

Vestry members were asked to look over the written report from Tod and Greg, which includes suggestions for building maintenance and capital costs, and be prepared to discuss it at the June Vestry meeting.

Junior Warden's Report

We are still having problems with toilets clogging and running continuously, even though they've been worked on. Part of the problem is that users don't hold the handles down long enough to drain all of the water from the tanks. Andrew will try putting notes on all of the toilets, reminding users to hold down the handles.

There will be a clean-up day on July 30th, starting at 9:00 a.m.

The church directory is close to being finished. Twelve people submitted late photos.

Accessible Seating

The accessible seating area in the nave is filling up during the 10:30 service, resulting in bottlenecks during communion. Andrew would like to remove the half-length pew to create more room, as well as shorten the barrier rail at the front to allow more space on the side aisle. He plans to remove the pew first, then shorten the rail.

Andrew made a motion to remove the half-length pew from the front of the nave, and shorten the barrier rail. Glenna seconded. The motion passed by unanimous vote.

Project Groups

The Basement, Debt Reduction, Newcomers and Stewardship project groups did not meet.

Adjournment

The meeting adjourned at 8:10 p.m.

Respectfully submitted,
Maria Thompson, Clerk