

**Trinity Episcopal Church**  
**Minutes of the Vestry Meeting**  
**Monday, June 21, 2016**

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

**Absent:** Nora Clark, Glenna Kleinkauf, Marilyn Russell

**Call to Order**

The meeting was called to order by Fr. Rob at 6:45 p.m.

**Declaration of Quorum**

A count was taken and a quorum declared.

**Approval of the Minutes of the May 2016 Meeting**

Steve made a motion to approve the Minutes of the May meeting. Andrew seconded. The motion passed by unanimous vote.

**Rector's Report (in addition to written report)**

The Community Team of K2K made it to Kenya with no problems and has been working. However, the Medical Team met with resistance from the Kenyan government, but is working to get everything straightened out.

**Assistant Rector's Report**

Children's Chapel is going very well this summer. Plans are being made for Sunday School for the coming academic year.

We have a new attendant for the new nursery (3-4 year-olds), so it can now be used.

VBS will be July 25-29.

We will have 19 Cancer Ride cyclists staying at Trinity on June 23<sup>rd</sup>.

Mthr. Susan participated in weddings for people she had worked with through campus ministry.

**Treasurer's Report**

Pledge income is below budget by about \$40,000. At this time, all of our bills have been paid, but we're not sure we'll be able to pay our obligations by the end of July, and will most likely run out of money to service our debt in November. We will need to have targeted conversations with parishioners who made pledges for the organ, but haven't paid them. About \$9,500 from stocks that were given to us should clear soon, but that will not be enough to cover expenditures.

We are doing very well with expenses, but are deferring some costs, such as the donation to the pantry. We also have not done an outside audit in a year, and must get started on that. The estimated cost is \$5,000.

Finance Committee

The Finance Committee has discussed some ways to help our budget situation. They'll be having face-to-face conversations with people who are substantially behind in their pledges, and will ask them to not wait until the end of the year to make their payments. Statements will be going out to the entire parish, with reminders that this is a low-income time of year for Trinity, and requesting that they catch up on their pledges.

The committee has a proposal for consolidating some funds into the general operating budget and eliminating the liability for other funds.

- Funds being considered for consolidation (these will be discussed with the families before any changes are made):
  - Dorothy Anderson Fund into the Memorials line
  - Charles Paden Fund into the Kitchen line
  - David Owen Fund into the TEST line
  - James Ralston Fund into the Music line
  - Bill & Elizabeth Stephens Fund into the Music line
- Funds being considered for liability elimination:
  - Birthday Fund
  - Worship Fund

Steve made a motion to consolidate Music and Worship funds with operating funds that are in congruence with the intent of those funds, dependent on the agreement of the families of those for whom the funds are named. The motion was seconded, and passed by unanimous vote.

### **Senior Warden's Report**

The Harvest Festival will be on September 17<sup>th</sup> at The Oread Hotel. The hotel will take care of set-up and clean-up. There will be children's activities at the church.

### **Junior Warden's Report (in addition to written report)**

Andrew hasn't yet called a plumber regarding the toilets; he wants to see if the signs that were posted in the bathrooms will make a difference.

Westar will be here to fix the lights outside, in back.

The expanded area for accessible seating is working out well. We will not need to shorten the barrier rail in front of that area.

We're ready to install windows in the remaining classroom doors.

The directories from Lifetouch will be in and ready to hand out soon. A table will be set up after each service to make it easier for parishioners to pick up their copies.

### **Project Groups**

The Basement, Debt Reduction, Newcomers and Stewardship project groups did not meet during this meeting. However the Debt Reduction group has had some meetings to plan the coming capital campaign.

### **Debt Reduction**

Terry handed out a draft of the committee's report and recommendations for the capital campaign. The draft is based on a campaign from the 1980's. They believe \$500,000 is an attainable goal.

- The proposed title of the campaign is *Yesterday, Today and Tomorrow*.
- The committee suggests that once our current debt is paid off, the remaining funds should be used for other projects that need to be done:
  - 90% to building repairs;
  - 10% to the pantry, endowment or outreach, or some combination of those.

The congregation will need to be supportive of the campaign if it is to succeed, and should be encouraged to suggest projects. The Vestry will then choose the projects to take on, using a triage system in which they will determine the needs that should be met first, and if there is money left after those needs are met, the next project on the list will be undertaken.

David made a motion to move forward with a capital campaign. Steve seconded. The motion passed by unanimous vote.

### **Adjournment**

The meeting adjourned at 8:30 p.m.

Respectfully submitted,  
Maria Thompson, Clerk