

Trinity Episcopal Church
Minutes of the Vestry Meeting

Monday, August 28, 2017

Call to Order/Quorum Established

The meeting was called to order at 6:39 p.m.

A count was taken and a quorum declared.

Present: Father Rob, Mother Susan, Jennifer Attochnie, Katie Bieker, Nora Clark, Brenda Clary, Heather Eichman, Andrew Hoyt, Steven King, Kim Mandel, Allison Marker, Katharine McGillvray, Chuck Olcese, David Severence, Bill Benso (Treasurer)

Absent: Maria Thompson (Clerk)

Devotions: Father Rob

Minutes of the July 2017 Vestry meeting were approved with corrections.

Treasurer's report: Bill took out monthly fluctuations in Gift income. Year to date is 86% of budget. Year to date expense is almost exactly what was budgeted. Pledge payments are 89% of budget, which is about normal for this time of year.

August 1 actuals show we have enough money in hand to service the debt through February 2018.

For budget planning, vestry members are to review their assigned functional areas of budget. Bill highlighted the following:

1. Operations (David)—any special maintenance items? Insurance (have we shopped for better rate?)
2. Administration (Heather)—office machines?
3. Personnel (Brenda)—check on cost of health coverage
4. Stewardship—need to look at how much we budget for expenses
5. Worship Experience —contracted musicians & 6 pm service
6. Education—education endowment fund money runs out this year; do we rebuild fund or budget for education
7. Outreach—Do we continue carrying contributions to food pantry as a budget line item?
8. Miscellaneous (Andrew)—Have we recaptured all of our wedding and funeral expenses?

Rector's Report

Staffing: Susan Hires has been brought on board to become the new Choristers (Children's Music) Director. Susan has a wealth of experience working with children and a real passion for ministry. She is already expanding the job description to include creating a youth-oriented handbell choir.

Choristers will begin practicing on Wednesdays at 6:30 PM. The Wednesday evening service and dinner is being moved to 6:00 PM to allow families to bring their children for dinner first before practice.

We are still looking for a Youth Ministry staff person. Two individuals whom we approached about the position have turned us down (both were busy with other jobs), so the search continues.

Liturgy: There were two funerals in August. Bruce Scoular passed away in his home after a protracted illness. Ezra Medlock died tragically and unexpectedly. Both funerals were held at Trinity.

The evening service has been held twice in the Matthews chapel. Attendance has been slightly down from the end of last Spring, but I'm going to try to promote the service more aggressively within the congregation. I am also looking to schedule regular Solemn High Masses to appeal to the pre-existing congregants.

Other: The first meeting of Lay Eucharistic Evangelists was extremely well attended, and more people expressed interest at the Ministry Expo. Presently 17 people are being trained to serve as LEV's.

The Ministry Expo had excellent representation from dozens of ministries of Trinity Church and benefited from surprisingly high church attendance. Many of those ministries present reported having people express interest in joining.

Assistant Rector's Report

Mother Susan reported that 49 volunteers helped with VBS, and it was very successful. Rachel Schwaller will direct VBS next year and will start planning recruiting for next year soon.

Sunday school begins 9/10. We are nearly fully staffed. We have a pre-k teacher but would like to have a co-teacher as well.

We collected more school supplies than Willow could use and will look for another recipient.

Mother Susan also suggested collection of donations for Houston through Episcopal Relief.

Senior Warden's Report

We need the current total in the debt reduction fund to report to the congregation in early September, before the pledge drive begins.

Giving statements were discussed. Heather raised concerns that the statements are hard to understand, with confusion about what portion of total giving was included as part of the annual pledge, and Father Rob stated that they are generated by the software we use.

Budget discussions begin next month with budget to be completed before Christmas

Nominations for vestry—outgoing members (Steve, David, Jennifer, and Nora) plus at large members from congregation; we all need to begin thinking of people

Junior Warden's Report

We have an offer of a 3-inch autumn blaze maple for \$250 or a 2.5-inch red October glory maple for \$200 that that donor would pay to plant next to the Matthews Center to replace the ornamental tree recently removed. David already has contributions toward the cost will order the tree as a regular maintenance item.

David presented a list of needed maintenance and improvement items would require \$300,000 to \$500,000 and suggests a capital campaign to raise the funds.

Other Business

Chuck Olcese reported on the DACA scholarship committee and provided a copy of the rules and a copy of the scholarship applications with an email as his annual report. The report is attached and incorporated by reference into the minutes.

The committee received seven applications from eligible applicants, all with equally inspiring stories, so seven scholarships were granted for \$500 in tuition plus \$150 for books per semester.

The committee is planning a recognition reception for donors, scholarship recipients, and families of recipients after church on September 24.

Adjournment

The meeting adjourned at 8:18 p.m.

Respectfully Submitted,

Brenda Clary
Vestry Member