

**Trinity Episcopal Church**  
**Minutes of the Vestry Meeting**  
**Monday, November 21, 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, Marilyn Russell, David Severance, Bill Benso (Treasurer), Maria Thompson (Clerk)

**Absent:** Katie Bieker, Nora Clark

**Guests:** Lindy Eakin, Liz Miller, Barry Molineaux, Sue Shackelford

**Call to Order**

The meeting was called to order by Fr. Rob at 6:30 p.m.

**Declaration of Quorum**

A count was taken and a quorum declared.

**Approval of the Minutes of the October 2016 Meeting**

A motion was made and seconded to approve the October minutes, and passed by unanimous vote.

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

We need to buy health insurance for Sheryl Poole, office administrator. Brenda had done some research and recommended a health savings account.

Mari made a motion to purchase insurance for Sheryl Poole, at a cost of \$615 per month, plus \$1,000 to her health savings account. Glenna seconded. The motion passed by unanimous vote.

**Assistant Rector's Report**

On December 7<sup>th</sup> there will be a party in the parish hall to decorate the Jesse tree and cookies. A limited amount of materials will be available for making advent wreaths. There will be a dinner at 6:30 p.m., and the party will start at 7:00.

Mthr. Susan passed around the sign-up sheet for the Posada. Response was good this year, so there were only a few open spaces left.

Ann Patterson will direct the Christmas pageant, and Caroline Abrahamson will direct the music for it.

There was a good turn-out for the meeting regarding refugee ministry, and a good conversation resulted from the presentation by Marla Schmidt of Episcopal Migration Ministries in Wichita.

**Treasurer's Report**

All financial obligations are current, and there were no financial matters of significance in October.

Pledge income year-to-date continues to lag, being about 70% of full-year budget, with 83% of the year behind us. This shortfall is being partially covered by ahead-of-budget performance for non-pledge income.

Our apportionment for 2017 will be \$77,364, or \$6,447 per month. This is a 28.8% increase over our special low rate for 2016.

The Endowment Board met on October 20<sup>th</sup>.

- The membership status of the board was reviewed. For 2017, three vacancies will need to be filled:
  - A normal 3-year elected term, a normal 3-year vestry-appointed term, and a partial vestry-appointed term with two years remaining.
  - Both Tod Sutton and Don Hatton indicated they would be willing to serve another term.
- The board discussed and agreed in principle on the concept of a loan to the church to cover the organ loan payments until proceeds from the capital campaign are realized. Due to the prospect of making an unsecured loan to the church, the following sentence was added to the Investment Policy of the Endowment

Board: *Unsecured notes will be limited to loans to the church, not to exceed 10% of the portfolio of the fund for up to one-year terms, at reasonable interest rates with scheduled repayments.* With the current balance of the fund, this would provide a loan of up to approximately \$27,000 for a one-year period. This would cover about six months of organ loan payments. This loan will need to be initiated in March 2017, unless significant Organ Fund contributions are received between now and then.

There are still a few outstanding pledge cards, mostly from people who have pastoral issues and were not called after the initial mailing of the cards.

- \$365,000 has been pledged.
- \$35,000 worth of pledges are still outstanding, but the total is up from this time last year.
- There were many increases and new pledges.

Third-quarter giving statements will be sent out soon.

### **December Vestry Meeting**

The regularly scheduled vestry meeting in December is set for the 19<sup>th</sup>. Because that is the week leading up to Christmas, Andrew made a motion to move the meeting to December 12<sup>th</sup>. Mari seconded, and the motion passed by unanimous vote.

### **Junior Warden's Report**

We currently have no fleas in the choir loft, and there has been no further evidence of an animal in the building.

Classroom windows have been installed.

### **Trinity Interfaith Food Pantry (TIFP)**

Lindy Eakin, Liz Miller, Sue Shackelford and Barry Molineaux spoke on behalf of TIFP. Lindy is the pantry's treasurer.

- Trinity budgeted \$3,500 for TIFP, which is 10% of what they typically spend in a year.
- They hope Trinity will contribute again next year, but they would prefer to receive the money in monthly installments. This will be easier on the church (smaller payments are easier to make) and easier for TIFP (providing a more steady in-flow of funds).
- Harvesters has cut back on what they can contribute.

From January through December 2015 the pantry served 10,583 people, representing almost 4,000 families. The numbers served dropped slightly after the Community Shelter started serving three meals a day.

Ingredient has a give-back program in which a small percentage of sales are given to organizations. Andrew made a motion to have Steve King and Barry Molineaux explore the Ingredient program as a fund raiser. Mari seconded, and the motion passed by unanimous vote.

### **Convention Update**

Mari reported on the annual diocesan convention, which took place October 28-29 in Wichita. It was a joint convention with the Diocese of Western Kansas, and the last one for Bishop Wolfe. The election results can be found on the diocese web site.

- The mission plan for 2017 was discussed.
- \$2,614 was given by those in attendance to support Episcopal Relief.
- Fr. Rob gave a report on Bishop Seabury Academy.

Mari has decided to step down as a delegate, so a new delegate will need to be elected at the Annual Meeting in January.

### **Executive Session**

The vestry went into Executive Session to discuss possible vestry nominations.

**Capital Campaign**

We need to determine our next steps in regard to a capital campaign. Debt elimination must be a high priority, but there was discussion about whether or not a capital campaign has to happen now.

We need to keep our finances and the need to raise money in front of the parish because debt is keeping us from doing anything else on our wish list, such as expanding the pantry or upgrading the kitchen. We would also like to avoid having to borrow money from the Endowment Board. It would not take much to retire our debt; if every family at Trinity gave \$300, the debt could be paid off.

**Adjournment**

The meeting adjourned at 8:20 p.m.

Respectfully submitted,  
Maria Thompson, Clerk