

Trinity Episcopal Church
Minutes of the Vestry Meeting
Monday, August 27, 2018

Present: Rob Baldwin (Rector), Susan Terry (Assistant Rector), Kim Mandle (Senior Warden), David Severance (Junior Warden), Katie Bieker, Brenda Clary, Heather Eichman, Andrew Hoyt, Richard Lungstrum, Katherine McGillivray, Charles Olcese, Maria Thompson (Clerk)

Guests: John Bullock, Will Chaney, Carl Edwards, Terry Mandle, Andy Pitts, Zach Pitts

Call to Order

The meeting was called to order at 6:35 p.m. Fr. Rob opened with a prayer.

Declaration of Quorum

A count was taken and a quorum declared.

Minutes of the July Meeting

Kim made a motion to accept the Minutes of the July 2018 Vestry meeting. Richard seconded, and the motion passed by unanimous vote.

Sign & Path Project

Zach Pitts is working on his Eagle Scout project. He presented his plans to upgrade the sign on the front lawn and create a walking path to join the Hare Garden to the walkway leading to the double doors. There will be no cost to Trinity.

- Sign:
 - The sign will be moved 10-15 feet to the north. This move has already been approved by the City. Zach has also contacted the utilities about where he'll be digging.
 - Metal posts will be replaced with wooden ones;
 - The sign will be repainted, and the one by the Matthews Building will be touched up;
 - Zach will remove the current finish, then re-stain the background and repaint the letters in red, silver or blue. Brenda suggested painting the letters red with a silver outline. The vestry decided to let Zach choose the paint color that will best match the new stain.
 - Zach will take the sign to his home for refinishing so it can be protected from weather while the work is being done.
- Path:
 - Landscaper Steve Keys has been consulted for advice on installing the path.
 - The Hare Family will help get flagstone that will match what's on the patio.

Kim made a motion to approve Zach Pitts's plans for the sign and path project as presented. David seconded, and the motion passed by unanimous vote.

Prospective Ordinations

John Bullock, Carl Edwards and Will Chaney met with the Vestry to discuss their plans and progress toward ordination. Following their discussions, the Vestry went into executive session.

John Bullock

John is working toward becoming a priest. He's in his third year at Bishop Kemper School for Ministry (BKSM), has completed his postulancy, and is ready to become a candidate. He needs a letter of support signed by the Rector and two-thirds of Vestry members.

Heather made a motion to continue supporting John Bullock's progress toward ordination into the priesthood. Kim seconded, and the motion passed by unanimous vote. John's letter of support was passed around for signatures.

Carl Edwards

Carl is planning to retire soon and is at the beginning of the process to become a deacon.

Heather made a motion to support Carl Edwards in his process toward ordination into the diaconate. Richard seconded, and the motion passed by unanimous vote.

Will Chaney

Will is currently a campus minister at KU, Haskell and Baker, and has spent the past year in discernment. He plans to go to seminary to become a priest.

Heather made a motion to support Will Chaney in his process toward ordination into the priesthood. There was a second, and the motion passed by unanimous vote.

Silent Auction

Terry Mandle discussed plans for a silent auction, tentatively scheduled for October 26th.

- The evening will start with wine and cheese (donated) and will include an organ and chorale concert. Coffee and dessert will be served after the concert.
- Trinity's choir and guest organists will donate their time and talents. Volunteers will prepare, serve and clean up.
- Several items have already been donated/pledged for the auction.
- Admission would be \$8 in advance, \$10 at the door.

Kim made a motion to approve plans for the silent auction as presented. Heather seconded, and the motion passed by unanimous vote.

Rector's Report

Well, I got married. And my son went off to college.

The Adult Forum, which has been focusing on the tension between boundaries and inclusion in the context of the Church, has provided some wonderful conversation and the opportunity to talk directly to some of the oldest and most established members of the congregation on the subject of parish identity and change. These kind of indirect communication lines are a good way to subtly convey issues to the parish without unnecessary conflict.

The Confirmation Class is off to a strong start, with six people attending. Confirmations are September 29 at 10:30 AM at St. Michael's.

Our kickball game is September 15th at St. Michael's at 2:00 PM. We are looking into getting shirts made up, with congregants pre-ordering. There are no currently plans for concessions, etc. but this might be a fundraising opportunity (that should be shared with St. Margaret's).

The staff and I are pondering three possible additions to the repertoire of services offered at Trinity. The first is a healing service offered during the lunch hour on a weekday. The second is a monthly Eucharist at Presbyterian Manor. The third is a bi-lingual service on Sunday evenings. The last of those three will take the most forethought, and presently I'm working with Bianca Elliott and Rob Schwaller to do a feasibility study on how viable an option this is.

Currently we have five people in the ordination process: John Bullock, Mary Donovan, and Matt Holohan have all been approved to move forward. Carl Edwards and Will Chaney will be talking to the Vestry in the near future (Carl is on this meeting's schedule).

We are currently short several office volunteers. Tawnya Johnson has joined the volunteer crew, but we need two or three more to help fill out our roster.

The finance committee has helped me finalize a job description for the new finance staff position and the job is currently being posted and resumes received.

Other Items

- Deacon Debbie Burns has been permanently assigned to Trinity.
- Stratus Building Solutions has been contracted to provide cleaning services in the church building and Matthews Center.
- Fr. Rob is working on finding a new youth minister.

Treasurer's Report

Liz was unable to attend the Vestry meeting, so emailed her report in advance:

Financial reports for July are not yet available, as Jenn Holloway has not yet completed them. In addition to the number of tasks required to complete the July financials that are connected to the transition of accounting to Miller Management, there have been some intermittent issues with the financial staff computer in the church office.

I can report that the combination of increased pledge receipts due to the Vestry financial appeal letter and the receipt of the proceeds from the garage sale fundraiser have greatly improved Trinity's current cash flow situation. The Operating Checking Account has now repaid the Debt Repayment Fund in full. The Finance Committee recommends that the Vestry approve the full payoff of the remaining debt balance in September. This would be a very positive move forward for Trinity financially, and could be celebrated at the September 22nd Harvest Dinner. (Brenda, would you please make this motion at the Vestry meeting?)

The Schwab Charitable Grant has been received, and \$5,000 is being reserved for the purchase of the new air conditioning unit.

Trinity's financial records for 2016 have been received back from the financial auditor, and the ad hoc committee is now preparing to begin their review of the GIFT program. The financial auditor has also indicated that the 2016 financial audit for the church should be ready in the next few weeks.

Miller Management began providing accounting services to Trinity on August 1st. Thanks to Brenda Clary for handling the weekly bank deposits. Bonnie Briscoe is putting in a lot of time and effort to set up all of the procedures with Miller Management, and to handle the ongoing communication with Miller Management until a staff person is hired. (Please show Bonnie your gratitude for all her hard work!)

Vestry approval is needed for a resolution to open a credit card account for the Trinity Interfaith Food Pantry, so that we can migrate the current process of using a debit card for Food Pantry purchases to a credit card. (This will reduce the number of accounting transactions and create a more secure process, improving efficiency and reducing costs.) Maria Thompson has the required resolution document, which will need a motion by the Vestry to approve.

The credit card resolution document for the pantry was signed by Senior Warden Kim Mandle and Vestry Clerk Maria Thompson, but was not presented for a vote. This oversight will be corrected at the September Vestry meeting.

Brenda made a motion to approve the full payoff of the remaining debt balance in September, before the Harvest Fest Dinner. The motion was seconded and passed by unanimous vote.

Assistant Rector's Report

Basement Carpet

The carpet in the basement needs to be replaced because of the vandalism last fall, as well as normal wear and tear. Insurance will cover the full cost of replacing it with the same thing, but Mthr. Susan would like to replace it with something else. David will look into options.

Sunday School

The last day of Summer Sunday School will be September 2nd.

We are ready to add a 3-4-year-old group back into the program. We will also add a group for sixth through eighth grade, which will be led by Mthr. Susan.

Three to four people are needed for each teaching team so the teachers can rotate off and attend services every few weeks.

Junior Warden

The bell cord broke in the place where it comes in above the organ pipes. There is no way to get into the belfry from inside the building, so a cherry picker will be needed to get someone up to the top to break in through the louvered covers. There will be a risk of having materials fall onto the organ pipes once the space is opened, but it will cost around \$10,000 to remove the pipes and put them back.

Until a resolution is found, we will be without a bell.

Lawrence Interfaith Refugee and Immigrant Ministry (LIRIM)

Thanks in part to the tamale fund raiser, the DACA scholarship fund now has \$11,000. The Scholarship Committee will meet to decide who will receive funds.

LIRIM has entered into a stronger partnership with Centro Hispano. They raised \$1,000 in one night through a fund raiser at J. Wilson's Restaurant.

Garage Sale

The garage sale in August was a success, raising approximately \$5,600.

Adjournment

The meeting adjourned at 8:35 p.m.

Respectfully submitted,
Maria Thompson, Clerk