

Trinity Episcopal Church Minutes
of Vestry March 25, 2019

Present: Father Rob Baldwin, Steve King, David Severance, Liz Miller, Heather Shore, Leslie Foust, Kim Mandle, Sandy Jacquot, Benda Clary, Betsi Anderson, Camille Olcese, Richard Lungstrum, Mother Susan Terry, Jennifer Attocknie

The meeting was called to order at 6:30 p.m. A quorum was present.

Rector's report: There will be two upcoming baptisms - April 28 and May 5, according to Fr. Rob Baldwin. He is looking for a baptism coordinator.

Vestry went into executive session to discuss staffing.

Vestry exited executive session.

Father Rob also reported that on May 26 the Bishop Cathleen Chittenden Bascom would be at Trinity for a visit.

The minutes from the Feb.23, 2019 meeting were approved following several corrections.

Mother Susan Terry updated the vestry on her situation. Her home was going on the market and she would be moving to Georgia to be closer to family.

She suggested the vestry sit down and prioritize what will happen at the church five years down the road- who we want to be as a church? She also challenged the vestry to talk to the congregation. Have group meetings in homes with the vestry coming up with specific questions for discussion. A larger group meeting at the church should follow as a way to get more information out to the parish.

Treasurer's report: Trinity's situation is improved over 2018 at this point in the calendar year from a cash flow perspective. This was due to both reductions in operating expenses relative to 2018 and an increase in giving, according to Liz Miller, treasurer.

"On the income side, total pledges income is \$42,456.55 ahead of budget. However, this includes a lot of one-time income: all of the 2019 prepaid pledge income of \$19,908.45 was recognized in February in the accounting records; Trinity received an unexpected gift of Stock in February that had a value of \$20,137.76. In addition, the "Above and Beyond" Fundraising raised \$17,765 through February 28th." Steve noted that the stock gift as unexpected would raise our bottom line and potentially be available for emergencies or short falls. Lindy Miller, in attendance as a guest then advised the Vestry that the stock gift monies were already accounted for and recognized in our budget revenues as it was that that persons 2019 pledge and not new funding.

"On the expense side, salaries and benefits are running below budget for the first two months of the year due to vacant positions in office and music staff. The Diocesan Assessment apportionment expense item looks under budget, because we budgeted a slightly higher total for the year than the amount we are currently paying, based on information from the Diocese.

"Office expenses are high because there is a \$918.16 charge in January that was actually the cost of gifts

and food for the volunteer lunch in December.”

Liz also reported the IRS has communicated again to Trinity, indicating the timeframe for a complete response would be by mid May. She said this would postpone the possible penalty of \$7,822.53 for failure to file 2015 W-2s another 90 days.

Rector's ministry review was discussed and the Senior Warden will touch base with the Canon of the Ordinary regarding that.

Finance Committee report

The Finance Committee recommends that Trinity retain SS& C to perform the CY2017 and CY2018 financial audits.

Brenda Clary moved to accept the recommendation for SS & C for 2017 and 2018 audit at platinum level for \$15,500 combined coast for two audits. David Severance seconded it.

There was more discussion. Richard Lungstrum asked where the additional money would come from and had we other quotes. Steve King said it would have to come from the budget reserve of \$10,440. There was further discussion by Betsi Anderson that expense seemed excessive to consider in our current financial position including the debt to the IRS. It was decided to table the motion for further discussion at the April Vestry meeting.

At the Rector's request, the Finance committee also discussed the suggestion to create a new Endowment for Operating Expenses. The finance committee members agreed and it would be appropriate for the vestry to work with the Endowment Committee to amend the bylaws to create an Endowment for Operating Expenses, communicate this to the parish and fundraise for the Endowment.

The Finance committee was also concerned that no insurance claim has been submitted for the 2017 Halloween carpet damage. Brenda submitted the police report and every month gets an email regarding how it is coming. She said if we replaced the carpet, we would be replacing it at full cost. It will be put on the agenda for April.

Dave Severance reported he was collecting bids for lawn maintenance. The “lay weeders” will take care of the church flowerbeds and there will be a spring-cleaning for Holy week.

Discussion: Betsi Anderson said she would be part of the process for applying for a grant through the National Fund for Sacred Places. She said it's very competitive. There may be \$50,000 to \$250,000 in grant funding, but it may be a matching fund.

Because of the beak -in on Monday March 11, Steve and Dave were looking at security systems. Steve was looking at four security cameras at a possible cost of \$500.

Senior warden: Steve wants to establish the following committees - fundraising, columbarium, outreach stewardship, pastoral care, finance, Christian education, newcomers, refugee/ DACA.

Finally, Steve shared the vestry emails. Some were good and some bad. He said it was hard to make everybody happy, but the vestry needed to engage people.

Mother Susan led the closing prayer. The meeting adjourned 9:39 p.m. Kathy Hanks, clerk