

Trinity Episcopal Church Vestry Meeting  
June 3, 2019

Members present: Fr. Rob Baldwin, rector; Susan Terry, assistant rector; Steve King, senior warden; David Severance, junior warden; Liz Miller, treasurer; Richard Lungstrum, Kim Mandle, Camille Olcese, Leslie Foust, Brenda Clary, Betsi Anderson, Jennifer Attocknie

Members absent: Sandy Jacquot

Visitors: Vera King, Lindy Eakin

Call to order: The meeting was called to order at 6:34 p.m.

Declaration of a Quorum

A count was taken and a quorum was declared

The April 22 minutes were approved

**Fr. Rob Baldwin gave the Rector's report submitted here:**

“Jonah Brandley is coming on board to serve as Evangelism Coordinator, a staff position that will have the joint responsibility of office coverage in the mornings -10 a.m. to 1 p.m.- maintaining the membership database on Church Windows, and managing the evangelism/newcomer shepherding programs I outlined last month. Jonah will begin work

on May 15, 2019, and has a probationary three-month letter of agreement.

“The bishop's visit went well, with four confirmands: Bonnie Briscoe, Jonah Brandley, Ulysses Castillo, and Dean Manwaring.

“One area I would like to see discussed at Vestry over the remaining part of the year is evaluating its capacity for governance in regards to nimbleness and accountability. While I believe that situations that require snap decisions should not be the norm, there are times in which a situation occurs which requires a response within a shorter frame of time than can be addressed at the Vestry's meeting. I am not proposing a clear solution to this problem, but merely suggesting that our current processes appear to get bogged down in long email communication threads and unclear decision-making.

“I made the decision to alter the layout of the parish hall on a trial basis by reducing the number of tables from nine to six, eliminating the table by the TEST bulletin board, and moving the piano downstairs to the Jackson Kemper Room. The latter two items serve no real purpose and just take up floor space and provide a horizontal plane to accumulate clutter. My goal is to make the parish hall easier to navigate, more attractive, and safer. To that end, I am hoping that you all will spend a little time watching where people gather and

where people move in the building. For example, there is very little time spent in the narrow passageway by the red door facing the parking lot, but that is where we post things for people to see. On the other hand, the bulletin board in the atrium is near where lots of people hang out to visit before going into church, and is prime real estate for communicating with people.

“Now that the bishop's visit is over, much of my focus is on ensuring we have a robust summer children's program in place for Sundays. This means having a large enough group of teachers to not only provide enough people but also substitutes in case of travel, illness, etc. We are currently looking at "one room" Sunday School curriculum that feature programs for groups that range ages 4 to 12.”

This was Mother Susan's final vestry meeting. She said her house sold and on June 12 movers will come and on June 14 she would be leaving town.

### **Liz Miller gave the Treasurer's Report April 2019 Financial Results:**

“April pledge income was above budget by \$6,230.87, or about 21%. The plate offering was close to budget for April. However, non-pledge income was about 11% lower than budget in April. An additional \$320.00 of "Above and Beyond" income was received in April.

“On a calendar year to date basis, Total Revenues are above budget by \$64,819.66. This is due to a combination of one time "Above and Beyond" fundraising of \$28,555, accounting recognition of \$19,980.45 of 2019 prepaid pledge income, and an unexpected gift of stock with a value of \$20,137.76. These three income items total \$68,601.21, and are offset by CYTD non pledge income and plate offering being below budget.

“Total expenses for April were \$2,030.84 below budget at \$33,864.25. Utilities again ran over budget in April and are over budget on a CYTD (only four months) basis by 40%. Staff Salaries and Benefits were under budget in April due to the one open office staff position. On a CYTD basis, Music Staff Salaries and Office Staff Salaries are less than budgeted, while Utilities are over budget.

“The balance in the Operating checking account is currently sufficient to cover approximately three months of operating expenses, not including one-time expenses such as the IRS penalty, replacement of air conditioning units, and paying one and a half months of non-budgeted salary for the Assistant Rector.’

“The Finance Committee has completed its review of the GIFT card program, and has prepared a recommendation to the Vestry, which is attached. Lindy

Eakin is prepared to present the recommendation to the Vestry on behalf of the Finance Committee.

“The Trinity Endowment Board met on May 9th. Don Hatton was elected Board Chairperson. Because there is a new Board Chairperson and a new Senior Warden, Central Bank of the Midwest requires that the Vestry adopt a new Resolution authorizing the Board Chairperson, the Senior Warden, and the Treasurer to take certain actions on behalf of the Endowment Fund. That Resolution is attached, and the Vestry will need to adopt the resolution and authorization for the Trinity Episcopal Church Endowment Fund.”

Brenda Clary moved the vestry adopt the resolution authorizing the board chairperson, the senior warden, and the treasurer to take certain actions on behalf of the Trinity Endowment Fund. Kim Mandle seconded the motion and it was approved.

Lindy Eakin presented the recommendation of the GIFT card program that it not be restarted. The recommendation was made that the vestry would pursue the use of loyalty cards with local grocers. Leslie Foust said she would approach Hy-Vee regarding the card and David Severance would approach Checkers.

Dave Severance said that the locust tree on the lawn is dead and needs removed.

Jennifer Attocknie moved that Dave Severance be authorized to get several bids under \$2,000 for the locust tree removal. Liz seconded the motion and it passed unanimously.

A fundraising report was given by Vera King, and Camille Olcese regarding the June 29<sup>th</sup> Art Auction. Currently they have 24 paintings, 4 crafts pieces, and 2 merchants gift cards donated. Sales tax will be collected in final bids.

Kim Mandle agreed to be the chairperson of the Fundraising Central Committee, Camille Olcese agreed to be on the committee, with two lay people. Betsi Anderson will be liaison between vestry and the church. Money raised will go to run church.

The next order of business was clarifying who are the convention delegates? Kim Mandle was tasked with talking to the nominating committee and finding out the slate of nominations.

Steve King said they still needed to straighten out one vestry position. There was some discussion. Liz moved the vestry appoint Heather Shore to fill Allison's term. David Severance seconded. The motion carried with one abstention.

As a new vestry member Leslie wants people to share, a little about themselves. The vestry will do that in June.

The meeting was adjourned at 8: 12 p.m.  
Kathy Hanks, clerk