

Trinity Episcopal Church Vestry Meeting Minutes
July 22, 2019

The meeting was called to order at 7 p.m.

A quorum was established.

Members present: Fr. Rob Baldwin, Steven King, Jennifer Attocknie, Sandy Jacquot, Betsi Anderson, Leslie Foust, Liz Miller, David Lungstrum, Kim Mandle, Camille Oclase, Heather Shore

Members absent: Brenda Clary

Visitors: Don Hatton, Vera King, Bill Perkins, April Dwyer

Kim Mandle moved to approve of the June 24th minutes. Leslie Foust seconded and the motion passed.

Rector's Report

Fr. Rob said there had been a request from Bea Bonnano to add a third nursery attendant at \$25 per Sunday. That would be a total of \$600 through the end of the year. Kim Mandle moved we hire a third nursery attendant for the remainder of the year, Leslie Foust seconded and the motion carried.

Don Hatton, chairman of Trinity's Endowment Committee said they currently only have four members after a fifth resigned. Don said the Vestry needed to appoint someone to the committee which meets quarterly. He said the person should be someone plugged into the community and its needs.

Don said the committee needed direction from the congregation on where funds should be dispersed. They generally give \$4,000 a year. The Endowment advances the mission of the church and has funded the food pantry, The Willow Domestic Violence, and the community shelter. He said the committee would like direction from the congregation regarding where to spend. Generally, the Endowment gives \$4,000 a year.

April Dwyer attended the meeting to talk about the churchyard. She recommended the church try a different lawn service. Camille said the church needed to pay someone to mow weekly.

Junior Warden Dave Severance said he would come up with bids for someone to mow and treat the lawn. Dave also reported he had a bid to take down the locust tree - \$1,900 to cut down the tree and \$500 to remove the stump. The vestry had authorized \$2,000 for the tree removable.

Jennifer moved David get three bids for mowing and trimming for the next meeting, Heather seconded. Following discussion, the motion carried.

Treasurer's Report:

Liz Miller presented the treasurer's report.

June pledge income was \$6,500.42 above the monthly budgeted amount at \$35,891.00. This was partially offset by plate offering and non-pledge income both being below budget again in June. There was also \$2,827.50 of fundraising income in June, and Steve King's contribution of income from work done for Dolph Simons (\$4,673.04) is included in the Misc. Income category total of \$4,973.04. Vickie reported that the Art Auction raised a gross amount of \$4,352.50 and that the rest of the event income will appear in the July financial reports. On a CYTD basis, total revenue is \$301,653.08, which is ahead of budget by \$81,053.12, or about 37%. ("Above & Beyond" fundraising represents \$28,525.00 of revenue, there was a one-time stock gift of approximately \$20,000, and Trinity recognized all of the 2019 prepaid pledges in January, which totaled \$19,908.45.)

Total expenses for June were \$29,094.42, which was \$6,800.67 below the monthly budgeted expenses. This can be attributed to the lack of an insurance premium payment in June, utilities running under budget, the lack of a financial audit fee to date, and Office Staff Salaries and Benefits being under budget. Total expenses CYTD are \$190,895.55, which is lower than budget by \$24,474.99, or about 11%.

The Miller Management pie chart indicates that Personnel Expenses are at 52% of the total budget on a calendar year to date basis through June 30, 2019.

The Finance Committee reviewed an analysis of 2019 pledge income YTD through June 30th. Twenty-four of Trinity's pledge units have already given their entire pledge for 2019. (Eight of those twenty-four actually gave more than 100% of their total pledge.) In addition, 69 pledge units have given 50% or more of their pledge, but less than 100%. In total, Trinity has received 64% of total 2019 pledge dollars in the first half of 2019. This is wonderful financial support and has resulted in positive cash flow in the first half of the year. However, it does mean that even if all pledges made are received, only 36% remains for the second half of the calendar year, so we should expect monthly pledge revenue to be lower in the second half of the year, and the cash reserves currently in the operating checking account to gradually be depleted in the next six months.

Liz went over the development of the 2020 budget timeline and said they were already having discussions. In August and September, they will come up with three budget options and bring them to the September meeting. There will be a Vestry budget retreat in September

Senior Warden Steve King disagreed that the \$4,673.04 from work done for Dolph Simons be placed in miscellaneous income. He said it should be listed as fundraising.

Steve asked if the Vestry realized it reduces them of the burden in engaging in official

fundraising. However, Liz said it did not come from a parish-wide fundraiser.

Steve left the meeting. Fr. Rob took over as chairman, asking whether the money should be placed in miscellaneous income or fundraising income. Steve was paid for the service and Steve made the donation. A long discussion followed. The consensus was the donation was kind and generous and everyone appreciated it, it needed to be accurately reported and it would take the pressure off of the fundraising.

In other business, Fr. Rob reported there would be a mutual ministry review with Torrey Lightcap in August.

A new pledge drive committee needed to be established regarding next year's giving. Mailings go out in September to late October. Jennifer volunteered to get the committee going and Sandy Jacquot will help.

The plan is for the garage sale fundraiser to be held 8 a.m. to 3 p.m., Oct. 12. Betsi, Camille, and Susan Ralston will be heading up the committee.

A motion to authorize the garage sale fundraiser was made by Liz Miller and seconded by Richard Lungstrum. The motion carried.

Dave asked about the earmarked gift of the windows and the installation of them in the kitchen.

Sandy moved the vestry approved the Trinity Environmental Stewardship team donation for the purchase of windows. Richard Lungstrum seconded and the motion carried.

The meeting closed at 8:45 p.m. with a prayer.

Respectfully submitted

Kathy Hanks, clerk of the Vestry