

Trinity Episcopal Church
Minutes of the Vestry Meeting
Monday, September 23, 2019

Call to Order/Quorum Established

The meeting was called to order at 7:02 p.m.
A count was taken and a quorum declared.

Present: Father Rob Baldwin, Betsi Anderson, Jennifer Attochnie Brenda Clary, Leslie Foust, Sandy Jacquot, Richard Lungstrom, Kim Mandle, Liz Miller, Camille Olcese, David Severence,

Absent: Heather Shore, Kathy Hanks (Clerk)

Devotions: Father Rob

Minutes of the October meeting were approved unanimously with no amendments.

Rector's Report:

Father Rob presented the following written report:

“The renovation work in the lower level of the parish hall is really beginning to take shape. Walls are being repainted, items sorted and organized, and a dumpster’s worth of material is being thrown away. All of this is happening with the dedicated assistance of a small number of volunteers who have spent many hours working diligently down there under the direction of Susan Hires.

The next major step is choosing a flooring material to replace the damaged carpet. Brenda Clary will be presenting options to the Vestry at the meeting on the 23rd.

On the 25th the Senior Warden, Treasurer, and I will be meeting with the Council of Trustees to discuss their forgiveness of the 2018 apportionment. This is a brief, pro forma meeting lasting ten minutes, but necessary for the process of the forgiveness of the money owed to the diocese. Assuming everything goes according to plan, the Council will put forward a resolution to the Diocesan Convention in October asking them to vote to allow our delegates seat, voice, and vote (not having those privileges is the penalty for not paying the entirety of the apportionment). Trinity will be one of seven churches facing this vote, and it is unlikely that the motion will not be approved based on precedent.

In addition to Diocesan Convention, other upcoming events include the Blessing of the Animals on the 5th of October, the garage sale October 12th, and the farewell luncheon for Mark Stotler on October 13th.

I will be at the Gathering of Clergy from October 1 through 3, and out of state on vacation October 13.

Yours in Christ,

The Very Rev. Rob Baldwin”

Guests

Mary Donovan and Will Chaney appeared seeking Vestry support for their discernment process. Both presented comments and answered questions, and letters of support were passed for signatures of Vestry members.

Susan Ralston presented plans for the garage sale and bake sale planned for October 12, 2019, from 8:00 a.m. to 3:00 p.m. in the parish hall and, weather permitting, on the front lawn.

Treasurer's Report

Liz Miller, Vestry member and treasurer, provided copies of September financial statements, her own summary reports, minutes of the finance committee meeting, a copy of the letter to the Council of Trustees regarding the church's financial condition and steps taken to maintain apportionment payments in the future, and the following written comments:

"Treasurer's Report as of 8/31/2019:

Total expenses did exceed revenues again in the month of August. Pledge income for August totaled only \$15,612.00, which was \$13,778.58 below budget (47% below budget for the month). The plate offering and nonpledge income were also very low during August, so that total revenue was only \$18,543.90 (approximately 50% below budget for the month). Expenses totaled \$33,009.11 in August, which was pretty close to the budgeted level for the month (only 8% below budget). However, for the month, total expenses exceeded total revenue by \$14,465.00. This means that Trinity is drawing down the balance in the operating checking account for the second consecutive month.

On a CYTD basis, total revenues are \$354,981.55, which is \$60,648.27 ahead of budget, or approximately 21% higher than budgeted. This is due to a combination of pledge income coming earlier in the calendar year than budgeted, and Above & Beyond fundraising income exceeding the budgeted amount. On a CYTD basis, total expenses are \$266,632.49, which is \$20,798.23 below budget, or approximately 7% less than budgeted.

Expense categories which have, as of August 31st, already exceeded their 2019 budget include:

Music materials: \$1403.93 spent versus a \$1100.00 annual budget
Repair & Maintenance: \$13,573.79 spent versus a \$10,000.00 annual budget
Security: \$876.86 spent versus a \$317.00 annual budget

Trinity is current on its 2019 apportionment payments to the Diocese as of August 31st.

Personnel expenses continue to run approximately 49% of total expenses on a CYTD basis."

In addition, Liz presented three proposed draft budgets, one requiring cuts from current expenses, one maintaining current expenses, and one that would increase expenses by expanding ministries. A work session for further discussion of the budget was scheduled for Wednesday, October 9.

Junior Warden's Report

David reported that removal of the large tree in the front lawn was postponed but may be done on September 26.

David presented bids from two lawn services, Schendel and Nichols, \$75 and \$125 per mowing. We pay our current lawn service, which is "hit and miss," \$40 per mowing. The Vestry approved a contract with Schendel.

David also reported that wi-fi for the church building, to serve the library, choir room, and special functions, was available for \$50 per month through ATT, and the Vestry approved.

Brenda Clary presented estimates from Kring's Interiors for floor covering to replace carpet in the basement and library that was permanently stained by vandals in October 2017. Insurance covers the full cost of replacement with like kind and quality, which would be \$23,015.80 minus our \$1000 deductible. The Kring's consultant recommended we not replace the library carpet because, other than the stained areas, the carpet is in good condition and goes well with the room and adjacent tile floor. She recommended replacing the damaged carpet tiles with carpet salvaged from other areas. Kring's provided estimates, broken down by area, for replacement of the carpet in the basement and nursery with Marmoleum, carpet in the sacristy, and for partial replace of carpet in the library with salvaged tiles. The Vestry voted to proceed with replacement in the basement and repair only in the library at an estimated cost of \$28,382.99

Senior Warden's report

Steve reported on the process of ministry review, including the cost of retaining a consultant to assist. No action was taken, and the consensus was that we could not justify the cost of a consultant.

Discussion was had regarding how to communicate with the parish on budgetary needs, ministry priorities, and the importance of receiving pledge cards. Rather than having our traditional harvest festival event, the consensus was that we should promote dialogue between the Vestry and the congregation by serving brunch between the 8:00 and 10:30 services on October 6, 13, and 20.

Adjournment

The meeting adjourned at 9:37.

Respectfully Submitted

Brenda Clary, Vestry member