

Trinity Episcopal Church

Minutes of the Vestry Meeting (corrected)

Monday, October 29, 2019

**Call to Order/Quorum Established**

The meeting was called to order at 7:00 p.m.

A count was taken and a quorum declared.

Present: Father Rob Baldwin, Betsi Anderson, Brenda Clary, Leslie Foust, Sandy Jacquot, Richard Lungstrum, Kim Mandle, Camille Olcese, David Severance

Absent: Jennifer Attochnie, Liz Miller, Kathy Hanks (Clerk)

**Devotions:** Father Rob

**Minutes:**

Minutes of the September meeting were approved unanimously with one amendment, correction of date of prior meeting to read August instead of October.

**Rector's Report:**

Father Rob presented the following:

The blessing of the animals was held at the church with Trinity and Bishop Seabury Academy participating.

Guidelines are being written for supply clergy.

Fr. Rob met with other religious leaders regarding reduction in beds at the Lawrence Community Shelter for discussion of options to fill the gap, use of pooled discretionary funds with a single curator.

The Bishop's minister plan places St. David's-Topeka, Grace-Ottawa, Bishop Seabury, and Trinity in the "Free State Minister, led by Fr. Rob.

On November 16 at 10:00 a.m., at Trinity, the Lawrence Police Department will present an active shooter program.

Hurst Coffman will lead a choir for Lessons & Carols for the minister.

On All Saints' Day, we will have a children's sermon.

**Guests:**

John Bullock updated the Vestry on his work during his term in the transitional diaconate. He serves at St. Aidan's in Olathe and on the Bishop's task forces. He requested the Vestry's support for his ordination to the priesthood in January, and a letter was passed for signatures.

Rachel Schwaller requested we not have the large locust tree stump removed from the front lawn, in part because of the expense. She suggested transforming it into an art installation to recognize the

heritage of the church and years the tree has stood on the lawn and asking college students and scout groups for ideas and work on the project. April Dwyer requested the stump be removed.

### **Treasurer's Report**

Liz Miller, Vestry member and treasurer, was not present but provided copies of October financial statements, her own summary reports, and the following written comments:

#### "Treasurer's Report September 30th:

September was the third consecutive month that Trinity has experienced a negative cash flow (expenses were greater than revenues each month). In September, expenses exceeded income by \$8,552.00. The total cumulative negative cash flow for July, August and September was -\$30,690.00.

September revenue was \$26,641.52, which was \$10,125.14 below budget. Pledge income, plate offering, and non-pledge income were all below budget. On a CYTD basis, however, total income is \$381,623.07, which is \$50,723.13 above the YTD budget.

September expenses were \$35,194.36, which was \$700.73 above budget. Music Materials and Musicians Contracted were over budget for the month, as was Repair & Maintenance expense and Music Staff Salaries. (Note: It seems that Music Staff Salaries appear to be over budget because Susan Hires' salary was not moved from the Music Staff expense line to the Christian Education Salaries expense line when she became the Christian Education Coordinator on August 1st. Vickie is working on correcting this.) On a CYTD basis, however, total expenses are \$301,556.85, which is \$21,498.98 below budget. (I would note that the financial audit fee of \$13,350.00 was paid in October, so it is not reflected in the September expenses. The same is true of the cost of removing the large tree.) On a CYTD basis, the following expenses categories have exceeded their annual budget as of September 30: Music Materials, Repair & Maintenance, Security, and Clergy Continuing Education (due to a payment of \$1400 in September for the tuition at the Bishop Kemper School of Ministry for Mary Donovan and John Bullock, as authorized by the Rector).

We have received the financial audit report for CY2017 and CY2018 from SS&C. The auditor is available to present the financial audit report to the Vestry at our November 25th Vestry meeting. I was planning to send the audit report to you in November via email and distribute hard copies at the November Vestry meeting, but if you would like to receive the audit report before that time, please let me know.

Respectfully and faithfully submitted,

Liz Miller  
Treasurer"

Heather moved that gifts for music be applied to cover the choir overages.

The Vestry adjourned to executive session to discuss a personnel matter and returned to the record at 8:00 p.m.

**Junior Warden's Report:**

David reported that wi-fi is now in operation in the church building, the locust tree has been removed, and he has a meeting scheduled next Monday with Schendel to discuss final cleanup of the lawn and services for next year.

A couple planning a wedding in late December wants the bell and is willing to pay for the repair.

Brenda presented a modified estimate for replacement of the basement floor covering, less some floor preparation expense that Steve plans to do with his crew. Heather moved to approve \$4616.00 over the insurance reimbursement, David seconded, and the motion passed.

**Communications Committee:**

Camille raised the issue of the Vestry email account and the need to receive the messages and respond. Fr. Rob will look at the possibility of forwarding messages to all Vestry members.

A copy of the current directory has been emailed to Vestry members for corrections and updating.

**Senior Warden's report:**

Steve reported the rector's discretionary account has been reviewed and no concerns were found.

Steve reminded outgoing members of the Vestry of the responsibility of serving on the nominating committee to assemble a slate of candidates for Vestry, Delegate, and Endowment Board.

**Other Business:**

Brenda presented a memo from endowment board member Don Hatton requesting approval of the following disbursements:

\$4000.00 to the Lawrence Community Shelter  
\$1000.00 to "Back Snack"  
\$1000.00 to the Trinity Interfaith Food Pantry

Richard moved to approve the recommendations, Betsi seconded, and the motion carried unanimously.

**Adjournment**

Following a closing prayer by Fr. Rob, the meeting adjourned at 9:06.

Respectfully Submitted  
Brenda Clary, Vestry member