

**Trinity Episcopal Church**  
Vestry Minutes in-person and via Zoom  
March 17, 2022

Present: Mother Sarah Ginolfi, Priest in Charge, Fern Fryer, Sr. Warden, Jay Slenker, Jr. Warden, Rich Jones, David Thurmer, via zoom: Melissa Alarie, Kathy Hall, Lisa Frankel-Boerner, Holly Webb.  
not present: Elizabeth Bushey

**I. Call to Order:** Mother Sarah called the meeting to order at 5:03PM with a prayer for young persons.

**II. Approval of February minutes:** Jay made a motion to approve the minutes; seconded by Dave. After brief discussion, vote was called with unanimous acceptance of the motion, no abstentions.

**III. Treasurer's Reports:** Rich made a motion to accept the Treasurer's Reports; seconded by Dave. The sink in the sacristy broke. Vermont Salvage will pick up the old sink and pay \$80.00 for it. Sarah thanked Rich for his help in the disposal of the old sink. After further discussion; a vote was called with unanimous acceptance of the motion, no abstentions.

**A. Youth Fund:** A copy of Appendix A was attached with the Vestry agenda. The Finance committee is updating non-operating fund guidelines. Appendix A is the committee's proposed updated parameters for the Youth Fund. After discussion the Vestry made no recommendations to modify the language in Appendix A.

**B. Source of Funding for organ repair due to damage by leak and or humidity:** Sarah reported that there is damage to the organ wind chest located in the basement apparently due to a leak. Rich noted that the basement is humid and the damage could be due to humidity over time. He recommends a new humidifier is needed in conjunction with repairs. Holly noted that Dave Castonguay has reported seeing puddling in the area.

1. Sarah will send an e-mail to Jamie, Dave Castonguay, and Rich to request the best course of action to correct the problem. Peter will be doing the repairs. He gave Sarah an estimate of between \$5 to \$6,000.00 for the anticipated costs.

2. Fern made a motion to move \$6,000.00 from the Smith Benson Fund to the Holding Fund to cover the cost for the repair of the organ due to the leak/humidity, Kathy seconded. After discussion clarifying that these funds are to cover repairs only; a vote was called with unanimous acceptance of the motion, and no abstentions.

**Items to be added:** Covid Plan for Trinity

**IV. Priest-in-Charge Report:** Sarah reported that she has concerns regarding pastoral care and expectations from the broader Rutland community not from those affiliated with Trinity. Specifically requests to serve non-members that come with urgency from a hospital, funeral homes, and individuals who may identify as Episcopalian but are not members of Trinity. Over half of the 14 funeral needs that arose in the past seven months came from non-members. The Vestry supports Sarah exploring solutions and starting conversations regarding pastoral care in Rutland County with other pastors in the community. Kathy and Jay recommended contacting Bishop Shannon for direction.

**V. New Business**

**A. Sexton Job Description:** Jeff was scheduled to retire at the end of this May but that date has been moved forward. He will now retire at the end of April.

1. Sarah would like to review and update the position description with the Vestry. The position is currently budgeted for 10 hours a week. In preparation for that review Sarah will set up an ad hoc committee to look for a replacement and or possible out sourcing.
2. Sarah would like Jay and Rich to be a part of this committee. They will be present when Sarah has her exit interview with Jeff.
3. Jeff should be thanked for his years of service especially most recently on the rectory windows. Thanking him at a Church service will be considered.

**B. Outreach and Evangelism Team:** Lisa reported that the team has been meeting. They are working on participating in several upcoming community events. The first is April 23rd, Walk a Mile for the Women's shelter. May 1st is the Loyalty Parade. If the parade route still passes directly in front of Trinity, they are looking into a Bar B Q in front of the Church. After that there is the Walk for Life June 4th and the Relay for Life June 25-26. There is also the National Night Out. The O&E team wants Trinity to be part of these events. They are working on a Trinit- T shirt and possibly purchasing a tent with Trinity inscribed on it as a way to involve members of Trinity and the community with each other.

**C. Covid Plan for Trinity:**

1. Sarah and the Vestry decided that Trinity will continue distancing as already set up on the pews and floor of the Church.
2. The giving of "the peace" before the announcements will continue from the pews.
3. Masking will be voluntary.
4. Hybrid worship will continue.
5. The use of communion kits will continue. However, communion packets will be distributed by the priest at the altar rail as it was before Covid.
6. Coffee hour should start but before that can happen coffee hour teams need to be re-established. Each team should include two households or at least two people. Wendy will be asked to e-mail former team members to see who is still interested. A specific start date has not been determined but May 1st / Loyalty Day, the Bishop's visit in June, and Trinity Sunday are a priority Sundays for Coffee hour.
7. Sarah will announce these plans at the next service.

**VI. Old Business**

**A. Organ Project Update:** Fern and Sarah have signed the contract and are awaiting Peter's signature. Repair should be started this summer and should be completed by October 1st. John's summer vacation is flexible at this time. He will be available to support the project this summer. The Finance Team is not questioning the funding source for organ repair. Sarah thanked Holly for all her help with the Organ project.

**B. Mission Check-in:**

1. Action items and mission statement: The mission statement and action items set forth in Appendix B were supported by the Vestry except for the fourth item: "Embodying Jesus' courageous hope". That phrase was changed to "embracing courageous hope". Sarah will send an e-mail affirmation of the amended action items to the Vestry.
2. Buildings and Grounds: Sarah reported that her office and the classroom upstairs above her office had water dripping into them after a recent heavy rain. The source of the leaking is not determined at this time. Sarah will speak with Wendy to get a better understanding of what Rutland Roofing actually

checked when they inspected the roof recently and if there are any recommendations for the roof over the classrooms and Sarah's office.

3. Security review: Sarah has spoken to Jim Cruise. She is waiting for more detail but in general he recommends, that Trinity should have an updated security plan and should update usher training regarding security. Jay will review the security plan used by his father's church and contact Jim with any suggestions. Kathy recommends that usher training should be conducted this summer.

**VII. March Tasks:** The Mutual Ministry Review will be by zoom on March 31st from 5:30 - 7:30 with Susan Ohlidal.

**VIII. April Tasks:** Sarah met with John Riddle, and Pastor Alberta, and Allistar of Grace Church to plan this years combined Maundy Thursday Service at Trinity.

Motion to adjourn at 6:29PM

Next Vestry meeting April 21st 2022.

Respectfully Submitted, Marc Brierre