

Trinity Episcopal Church
Vestry Minutes in-person and via Zoom
December 16, 2021

Present: Mother Sarah Ginolfi, Priest in Charge, Fern Fryer, Sr. Warden, Jay Slenker, Jr. Warden, Elizabeth Bushey, Rich Jones, and Dave Thurmer, and via zoom: Melissa Alarie, Krey Kellington, Holly Webb.

Absent: Kathy Hall

I. Call to Order: Mother Sarah called the meeting to order at 5:06PM with a prayer for guidance.

II. Approval of November minutes: Rich made a motion to approve the minutes, seconded by Jay. There being no discussion, a vote was called with unanimous approval and no abstentions.

III. Treasurer's Report: David made a motion to accept the Treasurer's Reports as well as the December 13, 2021 Finance Committee minutes, seconded by Rich. The Proposed Budget expenses for Supply Priests, Holiday decorations, Outreach/Evangelism and Hospitality were discussed. A vote on the motion was called with unanimous approval and no abstentions.

IV. Priest-in-Charge Report: Ashes of those to be interred in the Memorial Garden will no longer be stored in the Rectory prior to interment. They will be placed near the marble alter in the church pending interment.

V. New Business

A. Stewardship Campaign Update:

1. Pledges for 2022 have increased as have the number of persons pledging. There are currently 49 pledging units. The proposed budget reflects the success of the Stewardship Committee.
2. Fern noted that a script for a thank you note to each pledging unit needs to be prepared. Sarah will contact the Finance Committee for the list of whom to thank and to discuss how and when to celebrate this year's successful pledge campaign.
3. The grant for the air filters/ventilators is approved in the amount of \$2,000.00. This will be applied to the \$3,000.00 cost of the filters.

B. Smith Benson Fund transfer: Sarah requested a motion to transfer \$7,500.00 from the Smith Family Trust to the Holding Fund. This is the amount needed to maintain the minimum in the holding fund. The transfer is necessary to cover the expense of the pipes purchased for the organ and the \$1,000.00 for the air filters. Rich made a **motion:** to transfer \$7,500.00 from the Smith Family Trust to the Holding Fund to cover recent expenses. The motion was seconded by Jay; there was no discussion; a vote was called with unanimous approval.

C. 2022 Budget Draft Review: copies passed out to the Vestry.

1. The line item for Priest expenses has been modified. It will include mileage and professional expenses. Hospitality has been increased in hope that there will be more activities to follow through on Trinity's expanded mission and may be used to increase our outreach in 2022. Fuel expense is increased due to anticipated greater use of the church. Holiday decorations are a new line item. The amount was determined after discussions with Wendy and the new Florist.
2. Finance agreed with the Dioceses and approved a 2.5 COLA increase as well as a prorated merit increase of \$500.00. Sarah's salary is being reconciled with Diocesan recommendations.

D. Clergy Housing Resolution: Copy passed out to the Vestry. The resolution is a tax document necessary for Sarah to take a deduction for certain household expenses. The deduction can be amended if necessary during the tax year after Sarah's salary is finalized. Fern made a **motion:** to accept the Clergy Housing Resolution as presented. Jay seconded; after discussion a vote was called. The motion passed unanimously, no abstentions.

E. Check in with Sarah: Sarah has been in conversation with the Bishop regarding her Mutual Ministry Review as Auburn has been out on medical leave. A MMR will be scheduled with the Dioceses within a reasonable time. Motion by Dave for Executive Session at 5:50; seconded by Jay; unanimous approval. At 6:10 motion by Fern to come out of Executive Session seconded by Elizabeth; unanimous approval.

VI. Old Business:

A. Air Filters Grant Update: covered above.

B. Organ Repairs Update:

1. The repairs to the bellows are \$4,000.00. Insurance will not cover the cost as the wearing out of the bellows is considered fair wear and tear. Jay made a **motion:** to transfer \$4,000.00 from Organ Repair Fund to the Holding Fund to cover the cost of repair. Seconded by Dave, after discussion, vote called; the motion passed unanimously, no abstentions.

2. The Organ sub-committee reviewed the next step for organ upgrade (Stage 1) with outside consultants and supports proceeding with the Stage 1 proposed steps. Trinity has made an initial payment of \$2,000.00. An estimate has been submitted. Peter will be asked to draw up a formal contract which will specify: what work will be done with time lines for completion; whether a lift will be needed and the estimated cost of a lift. An estimate of electrician cost needs to be submitted. Bill Meub will review the contract prepared by Peter. According to the outside consultants the resale of the pipes is not practical. Sarah would like the work to start by February. The top pipes should be tuned before Christmas.

C. Pauli Textiles Clothing Drop:

1. The shed cannot be metal.
2. Trinity will have to periodically push the donated clothes to the back of the shed. Pick-up is weekly.
3. Sarah contacted Tom Donahue as to how this project may affect the community. He did not have any concerns regarding the project taking from the community.
4. Members of the Vestry had concerns regarding the shed being too close to the Church and subject to snow and ice fall or disrupt the aesthetics of the church.
5. Holly will contact the zoning Department to determine whether a permit is needed or not. Sarah will send a link to Holly with the dimensions of the shed. Sarah will continue exploring this project.

D. Vestry Discernment Update: Two slots need to be filled. Sarah will continue to explore candidates.

E. Energy Committee Update: Efficiency Vermont will not provide a rebate for the cost of insulating the bell tower.

Jay made a motion to go into Executive Session at 6:45; seconded by Dave. Out of Executive Session 6:51.

VII: January tasks:

A. Support Outreach and Evangelical Team: A dinner or lunch for MLK weekend was discussed.

B. Finalize the 2022 Budget: At the January 20th Vestry meeting.

C. Annual Meeting: The annual meeting this year will be in the church right after the January 30th service.

Motion to adjourn at 6:55PM.

Next Vestry meeting January 20th 2022.

Respectfully Submitted, Marc Brierre