

**Trinity Episcopal Church, Rutland, VT**  
**Vestry Meeting Minutes**  
**May 15<sup>th</sup>, 2025**

Present: Sarah Ginolfi, Lois Castonguay, David Rugger. Melissa Alarie; David Thurmer, Brandy Blosser, Diane Novak, Judy Hall, Shannon Hill, and Holly Webb, Clerk.  
Absent: Cassie Whitcomb

## FORMATION SESSION

- I. Call to Order/Opening Prayer 5:06
- II. Formation/Bible Study – Mark 16:9-20  
Discussion involving “Signs” - Brainstorm session led by Sarah: As to physical “signs” that are on our campus – what messages do they convey?

<p><b>Strengths</b></p> <ul style="list-style-type: none"> <li>▪ PVC sign is very visible as people come down West St.</li> <li>▪ Ample parking indicates “there is space for you”</li> </ul>	<p><b>Weaknesses</b></p> <ul style="list-style-type: none"> <li>▪ PVC sign is faded, dated</li> <li>▪ Poor branding style</li> <li>▪ Signs into parking lot faded</li> <li>▪ A mix of designs leads to lack of cohesion in visual messaging.</li> </ul>
<p><b>Opportunities</b></p> <ul style="list-style-type: none"> <li>▪ Other signs</li> <li>▪ Sandwich signs -flex</li> <li>▪ Inventory what signs we already have</li> <li>▪ All are welcome -----&gt;&gt;&gt;</li> <li>▪ “You Are Welcome”</li> </ul>	<p><b>Threats:</b></p> <ul style="list-style-type: none"> <li>▪ The “I Love Rutland” signs with the pride progress flag in the heart has been stolen three times.</li> <li>▪ Homophobia</li> <li>▪ (Other church’s Failures)</li> </ul>

- III. Rector's Report
- A. Sarah advised we are rescheduling June meeting to avoid conflict with youth Pilgrimage to Weds. June 18<sup>th</sup> at 5 p.m. There was agreement to change the time.
- B. Regarding the Joint Vestry-Finance Planning Session:
- Sarah met with Larry Jensen. There is not enough info at this time to arrive at immediate conclusion; might be helpful to get earlier jump on stewardship; nothing to share with vestry right now about financial circumstances needing capital campaign;
  - Linda needs a new laptop to use for church purposes – finance team has acknowledged this need. Motion by Diane, seconded by Dave T. to approve up to \$1000 from property fund to cover this expense. Unanimous approval.
  - Despite what the guidelines for the Dana Fund direct, canonically, the vestry dictates how all monies received by Trinity are to be directed. Sarah requested a motion to authorize Women of Trinity & Friends (WOTF) to follow their guidelines as to how their monies are spent.

Motion for same by Diane; Seconded by Judy. Unanimous approval.

## BUSINESS SESSION

- I. Motion to approve the March minutes, seconded by Judy. Discussion. Unanimously approved.

- II. Treasurer's Reports for March and April

Vestry was asked to look at the line item for fuel and take note that we have likely spent what we will need for the 2024-25 winter/spring heating season.

Noted that the Trinity Presents Bruce Griffin Concert exceeded its \$2500 goal for fund raising that is to be directed only to Trinity's "fund raising" 2025 budget line item. Goal was \$2000.

Motion by David T., seconded by Brandy to approve financial reports/minutes. Unanimous approval.

- III. Ministry Oversight Team Conversation Recaps

- a. Stewardship (Diane and Sarah)

Diane:

- As a carryover item from last month's meeting, treating our lay staff equitably in terms of salary, health benefits; these are being looked at. Suggesting a July deadline to get it in motion so it's available for stewardship campaign.
- Fundamental fairness for all staff.
- Some discussion about the fundraising piece.

Sarah:

- Need to look into providing information about legacy giving. We are missing an opportunity if we don't get into this soon.

- b. Worship (Dave T. and Lois)

Dave T.:

- Reported that he, Lois, and Judy have been busy with other priority items associated with care of the physical plant of Trinity property, thus this has been tabled for the time being.

- c. Evangelism (David R. and Melissa)

David R:

- Team has discussed professionalizing our digital footprint and outreach.
- Discussed migrating from Facebook to YouTube;
- We need to find a microphone that will pick up music so it is of equal quality with spoken part of service. Sarah asked David to provide

examples.

- Need to revamp website – develop much simpler navigation, fewer tabs, team has a few goals in mind. User friendly platforms.
- Long term goal: get Trinity Presents to point where it can be handed off in a few years so there are systems that can be followed.
  - Use our space more. Cleaning, organizing, renovating spaces so they are more compatible for other uses we want to support.
  - Checking in with O&E team, make sure whatever it is taking on sparks joy and people doing this stuff are happy.

d. Education (Melissa, Brandy, and Sarah)

Sarah met with Melissa and Brandy. Items addressed:

- Melissa: ideas for trying to get kids into the building;
- Journey to adulthood/confirmation;
- Christian confirmation;
- Baptism Sunday (fun event for anybody)
- Infinity groups/candlelight suppers
- Alternative services
- Renovating the sanctuary – having 2 family pews; 3-4 handicapped pews (no pews)
- Rutland Middle School on Tuesdays get out at 1:45 with no after school care, no programs. Could we provide a program to support them.
- Brandy – “Tuesday Happening” remembrances, benefits of what was offered
- Sarah: Regular Christian Education opportunities on Sundays (Aims to initiate 2<sup>nd</sup> and 4<sup>th</sup> Sunday after church formation when the program year begins after Labor Day)

e. Pastoral (Shannon)

Been in touch with Deacon Liz; but exchanged ideas by email

- Looking at getting a prayer shawl ministry back up and running
- Having little get-togethers (coffee, tea) to do things like knitting, crochet
- Liz: form a solid team of people who would be available to cook for those in crisis who could be called and would respond and deliver a meal when needed
- Food pantry possibility

f. Property (Judy, Dave T, and Lois)

Dave T:

- Judy, Dave, Holly, met with Conrad Meub about roof project and that is hopefully moving forward
- Many projects on campus and at rectory, masonry work, rodents; list is

extensive

- Would be in our best interest to walk around with Gil and have him point out items needing attention, priorities
- Jim Harder generated a binder of things that need to be maintained
- Putting up paper for people to sign up/indicate interest in helping; things they can do

Judy:

- Getting parishioners to help on some of these “projects”
- Development of an on-going punch list/checklist; establish history of maintenance; record of inspections
- Painting badly needed in many locations (ramp; door)

Sarah:

- Do a walk-through of the rectory to identify things that need attention
- Look into available grant funding – Sacred Spaces; Historic Sites
- Shared #'s for the quote from Bendig for paving.  
Quote from Bendig, \$41,090. Bank will pay 50% (20,545.00) of the \$41,090, and Trinity will pay \$20,545, as well as around \$400 to have lines painted on the parking lot. Skip resealing as longevity of resealing is not good.
- Noted: Roof work needs to be completed before any painting can be done of the pavement in the main lot.

Sarah requested a motion to approve an “up to \$25K” to move forward with the Bendig. Motion made by Dave T. for funds for paving and additional funds for replacement of signage/handicap signs. Seconded by Melissa. Discussion. Unanimous approval.

g. Service and Outreach (Cassi, Judy, Brandy)

- Brandy – group was unable to meet. Too many other current commitments by Judy. Tabled for this meeting.
- Sarah: O&E Team may be revamping/reorganizing to revitalize the team.
- Judy: WOTF needs some revitalization as well – group has reached a (lack of) growth point that needs looking at – whole picture/focus of the group may need to be looked at to ensure those in ministry are finding joy in ministry. Sarah suggested it might be time to do a mutual ministry review of this important ministry at Trinity.

IV. Critical Projects for 2025 Check-in:

- a. Organ Project-paused momentarily for positive cashflow; schedule tuning for now; hold off on evaluation for now to give funding a chance to improve.

- b. Rectory (Siding/Soffits & Eaves/Heat Pumps, Paving, Loose ends from Phase 1) – monitoring costs and cash flow circumstances before deciding what to do and when.
- c. Paving: Bendig bid forthcoming. Focusing mainly on North Lot and repainting of lines.
- d. Parish Roof (Fontaine bid signed. See discussion and approval above.
- e. Chapel Ramp Refinishing – anticipated this summer
- f. Parish Kitchen Hood (needs more investigation to see if goal is to set up kitchen as a commercial kitchen, if so total remodeling project – not a simple single item issue. Judy says it's a safety issue that we should be looking at.
- g. Sunday Snow plan. Is there any desire to have a possibility of in-person worship not happen in the event of severe weather. We need to look at the possibility of a total online plan for such circumstances.

Brainstorming for Snow Plan:

- Cancel in-person worship with snow plan in place. Get a policy established, in place, and people know how to find out, when?
- How soon would it have to be announced? (Timing of announcement)
- Phone tree notice; social media notice
- Conditions that would necessitate putting a snow plan Sunday in place
- National weather service; other resources
- Set up a voicemail system so people could call Trinity?

h. What else?

- V. "Homework" — Reminder for new members to complete the online Safe Church Training (Must have completed and have certificate by August Vestry meeting.

David Rugger advised that the Reggie Mobley Trinity Presents has been cancelled. Mobley got new agent/manager who made it impossible to continue. Other options are being pursued.

Diana Fanning concert will be October 12.

- VI. Adjournment: 7:01 p.m.

Respectfully submitted,  
Holly Webb, Clerk