

## Trinity Parish Vestry Meeting Minutes

April 20, 2023

Attendees: Garth Myers, Connie Harasymiw, Kathy Cole, Bruce Duncan, Rob Heath, Charles Melchreit, Susanna Brown, Don Ghostlaw, Melanie Hepburn

Absent: Carol Jones, Cheryl Chadsey

Guest: Joan Joseph

6:36pm Meeting called to order.

1. Opening prayer. Garth Myers.
2. Monthly reports.
  - a. Approval of March 16<sup>th</sup> minutes. Motion to approve made by Myers, second by Ghostlaw. No discussion. Minutes approved, motion passes.
  - b. March financial report. Rob Heath presented the report with small caveat that 2 annual pledges came in early, and staff payments and supply clergy for January etc were corrected. On restricted accounts, funds were moved to cover window improvements in Seabury Room. Checking and investment accounts are currently stable. Motion to accept financial report made by Kathy Cole, second by Susanna Brown. Report approved, motion passes.
3. Mission and Outreach. Connie Harasymiw and Joan Joseph. Connie gave an overview of the history of Outreach at Trinity Parish and then reviewed document recently drawn up by Connie and Joan, establishing a new outline and guidance for Mission and Outreach activities within the parish. There will be a form for parishioners to complete for various activities, which will also allow some tracking of efforts and gifts to report back to the congregation. The information will also provide some information in the event that another person takes over an activity, and a list of possibly opportunities for parishioners to take part in. Connie also reviewed proposed process for managing the funds with transparency. Joan Joseph and Anne Marie Stavola have agreed to be the point people, with 1 more spot to be filled by a member of the congregation, and then 2 vestry members to serve on the committee.
4. Call for additional items/new business. None.
5. Old business.
  - a. Promoting Trinity Parish in the community. Connie Harasymiw. Blue sign for Holy Week had a positive impact on attendance at services. Don Ghostlaw proposed lawn signs to promote the streaming activities. We will need to look into town ordinance for specifics. Bruce suggested that perhaps the future office administrator could be tasked with managing the sandwich board several days a week. Charles Melchreit shared ideas generated from his daughter about attracting millennials – qi gong, dog training, plug and play volunteer activities.
  - b. Status of transition process. Garth Myers. The self-study has been sent in to the diocese. Amber responded with some additional questions regarding the number of hours we are hoping for in a part-time priest. Garth responded with 15-19 hours per week. Once Amber is back from vacation and has confirmation on certain topics, the position will be posted on the diocese website.

- c. Administrative position update. Connie Harasymiw. Members were reminded of the recent activities of the wardens interviewing various candidates. Wardens will be reviewing the position description again and it will be reposted.
  - d. Update on live streaming. Don Ghostlaw. A letter has been drafted for the wardens to review and distribute to the parish. All the infrastructure cables etc have been installed. New sound system will be cut over to the mixer. Video is installed and camera can be controlled remotely. Don will be learning new production software. The highspeed internet won't be active for another 4 weeks. Thanks to Don, Warren, and Clark for their hard work.
6. Closing prayer. Garth Myers.

8:15 Meeting adjourned

Minutes respectfully submitted

By Melanie Hepburn, Clerk