

**Vestry Meeting Minutes**  
**Thursday, 26 September 2019**

**Present:** Rose Riley, Denise Paternostro, Fr. Tom Furrer, Warren Blessing, Deacon Darryl Burke, Rob Heath, Carol Jones, Leslie Jones, Tina LaMorte, Cheryl Lewis, Judy Shaw,

**Absent:** Fr. Tom Furrer, Linda Traue

**Chaplain:** Rebecca Scruton

Meeting was called to order at 7:05 pm.

I. Opening Worship was led by Rebecca.

II. Mission and Ministry Discussion: Adult Formation

The Read and Feed bible study, facilitated by Fr. Tom, meets Wednesday evenings at 5:45 pm. The book by Brian D. McLaren, “We Make the Road by Walking,” will continue to be used through Christmas and then “The Living Word of the Living God” authored by Fr. Tom will be used. A new program for the Thursday morning bible study, starting October 10, will be facilitated by The Rt. Rev. Gordon Scruton. The theme is Spiritual Practices using books and videos authored by Ruth Haley Barton.

III. Minutes of August 22 meeting were accepted with one correction in Section II:

IV. Upcoming Events

- Season of Creation - Sundays, September 1 through September 29
- Blessing of the Animals - September 29, 4 pm
- Community Meal, Christ Church Cathedral – Sept 30
- Trinity 150th Anniversary Service and Confirmation and Reception – October 6, 4 pm
- Chili + Rice & Beans Cook-off - October 20, 5pm
- Annual Convention - October 26 and 27t
- Remembrance Sunday, November 3, 9 am
- Stewardship period November 10 through 24
- Sal’s Concert for Outreach - November 16, 7 pm
- Honest Conversations with Muslim Neighbors - November 17, 1 pm
- Community Meal, Christ Church Cathedral – November 25
- Sugarplum Fair - Saturday, November 23, 9 am -2 pm
- Ingathering Sunday, November 24, 9 am
- Inter-Faith Thanksgiving Service - Trinity, Tuesday, Nov 26, 7 pm
- Lessons and Carols - Sunday December 22, 9 am

V. Treasurer’s Report

i. Quarterly Financial Report

**Motion:** To approve the following items: July revised Financial Reports and August Financial Reports (Rob/Carol)

The motion was carried.

Note: The YTD income is \$2,500 over budget and YTD expenses are \$2,100 under budget.

ii. Audit Result

Harper and Whitfield completed their 2018 audit of our financial records. There were only minor discrepancies. The results were reviewed at the Vestry meeting.

iii. Neilsen Estate

All paperwork has been completed per the estate lawyers' instructions. The estate is currently in probate.

iv. 2020 Budget Planning

Budget requests have been sent to committees. The utility expenses, insurance and maintenance costs have increased this year which might mean we will have a deficit budget next year.

VI. Old Business

i. Compliance with the ECCT Investment Policy

**Motion:** To move our investments from Merrill Lynch to Donations and Bequests in order to be in compliance with the ECCT investment policy. (Finance Committee/Carol)  
Motion was carried.

Rationale: The Finance Committee recommends that Trinity develop a plan to move into compliance with the ECCT investment policy. Although a waiver may be requested, the Finance Committee does not feel that Trinity has sufficient expertise and personnel to qualify for the waiver. Compliance with the canon will necessitate moving Trinity's investments from Merrill Lynch to Donations and Bequests. The Finance Committee recommends doing this as soon as possible (around year-end).

ii. Update: Trinity 150 - Oct 6th Festive Service and Reception

The Rt. Rev. Andrew Smith will be our celebrant as The Rt. Rev. Douglas is no longer available. The number of expected attendees is 125.

iii. Property Items

There are two ongoing projects: the repair of the roof leak near the old sacristy and the repair and repainting of the exterior wood finish in certain places. It is hoped the work will be completed soon. The property committee is continuing to work with a heating and air-conditioning contractor to address the problems with heat and A/C in the sanctuary.

VIII. New Business

i. Repair of leak in slate roof

**Motion:** To approve \$300 for repair of the leak in the slate roof. (Warren/Rose)  
Motion was carried.

Rationale: The property committee is recommending a simple patch job in lieu of a major redo of the slate area. This is the area over the South door into the sanctuary. Doug Lisella of DBL Contractors will do this work; he has worked previously on our slate roof.

ii. Sanctuary Heating and Air Conditioning Systems

**Motion:** To contract with Campbell Cooling LLC to provide labor and materials to replace the A/C system and add two heating units in the Sanctuary for the estimated cost of \$24,000. (Warren/Rose)

The motion was carried.

Rationale: This proposal is to replace the two A/C units in the undercroft that cool the sanctuary and to install two gas auxiliary units. These units will be connected into the existing duct work in the floor of the sanctuary and provide additional heating. In addition, the thermostat in the Children's Chapel will be moved into the hallway area which is a better control point. The two-auxiliary fan/coil units in the back of the sanctuary will be turned off and not used to save energy costs, they are felt not to be needed. All work needs to be completed at one time, the systems are very integrated and must work together. Campbell Cooling has done good work us in the past at a reasonable price. The work includes a one-year warranty on labor and parts; this is extended to the A/C units next spring.

iii. Smart TV

The Wardens and the Christian Formation team have been considering the need for a smart TV to enable us to display both CD-based and Wi-Fi-based data. The Thursday morning bible study will utilize a TV and CD player lent to us by Warren Blessing. This will be outfitted with a Roku device to permit access to Wi-Fi. At some point next year, we may recommend that Trinity purchase a smart TV.

iv. Letter of Agreement for the Rev. Darryl Burke Wardens

The Letter of Agreement (LOA) for Rev. Burke as Missional Curate was distributed to each Vestry member and made part of the minutes of the Vestry.

**Motion:** To approve the vestry to designate 80% of the total compensation for Rev. Darryl Burke as a "parsonage allowance" per his request. (Denise/Leslie)

Rationale: Per the LOA with Rev. Burke, "upon the Missional Curate's request the Vestry will designate annually a portion of the total compensation as parsonage allowance." This allowance does not affect the amount of his compensation but rather allows the designation for tax purposes.

VIII. Closing

Closing prayer was given by Rebecca.

Meeting was adjourned at 8:35 pm.

Next meeting: Thursday, October 24 at 7:00 pm.

Respectfully submitted,  
Carol A. Jones  
Parish Clerk