

## Trinity Parish Vestry Meeting

October 20, 2022

Attendees: Warren Blessing, Garth Myers, Rebecca Scruton, Carol Jones, Rob Heath, Melanie Hepburn, Sarah Butters, Charles Melchreit, Susannah Brown, Peter Dewberry.

Absent: Don Ghostlaw.

Guest: Connie Harasymiw.

### Minutes

6:33pm. Meeting called to order.

1. Dwelling in the Word. Rebecca Scruton. Genesis 12:1-9. God called all to leave and follow. What is God calling us to leave, how much clarity did God give Abraham, and what do we hear regarding Abraham's journey at this time in his life? Members reflected on how Abraham and his community might have felt and how our current transition might reflect their experience.
2. Monthly reports.
  - a. Approval of minutes from September's meeting. Motion to accept made by Garth Myers, second by Charles Melchreit. Minutes approved unanimously.
  - b. September financial report. Motion to accept made by Carol Jones, second by Garth Myers. Rob Heath explained the report. The pledge income is \$13K below promised amount. He anticipates that around half of that income gap will not be realized; the other half he expects to be made up by year-end. In looking at the gross situation, while our income may be below what was forecast, our expenses have also been low. Consequently, the year-to-date surplus is very close to budget projections. Warren Blessing shared that the organ tuner removed some sections of pipe for repair, which will likely result in an additional charge. Carol Jones asked about the gifts from Arline Hallisey and Jane-Helen Ross and how much may be available for the Altar Guild to use their honor. Carol Jones and Rob Heath will have a separate conversation to resolve. September financial report accepted unanimously.
  - c. Spending Policy. Charles Melchreit. Presented a policy developed over several meetings of the finance committee. The committee will recommend following a form of The Yale Endowment Rule, which provides a guideline for sustainable endowment spending – based on how much was spent last year and how much is in your endowment. The proposal would be weighted 70% based on how much was spent year previous and 30% based on how much is in account. In general, works out to 2-5% of endowment or \$30-\$35K per annum should be sustainable. The draft coming forward will also include the diocesan guidelines. (The diocesan rules stipulate operating expenses vs capital improvements; what is being proposed would be inclusive.) Draft will be coming around to be considered prior to next meeting.
  - d. 2023 Budget. Rob Heath. The budget for the coming year is being drafted, using numbers from 2022, to be adjusted following the stewardship campaign. Total income has decreased, expenses have also decreased with the exception of an anticipated priest

in charge which will likely result in a \$57K shortfall if we were able to hire someone to start on January first. Just for consideration.

- e. Review of discussion of Tuesday evening's meeting. Garth Myers. Members met with Amber Page Gerh, Diocesan Transition Minister from the diocese. The new bishop and the Canon for Mission Finance & operations, Canon Rosanna Rosado, were not available. We will be meeting with them on November 1.
  - f. Immigrant Family Welcome Potluck dinner is coming up 10/21.
  - g. Mission Outreach. Connie Harasymiw. Connie reviewed the distribution of funds that are in the budget. (see attachment B.) We have spent \$3K for Syrian family, and \$2500 for Kanduna Center for Study of Muslim/Christian Relations. \$9299 is left to be distributed. Keene Center \$500, Wethersfield Fuel Bank \$500, Backpack Program \$300, St. Monica's Christmas Toy Drive \$500, IRIS \$4500, African Education Foundation \$500. \$2299 left - \$1K is retained for Hands on Hartford and Lunch in the Park reimbursement. Remaining balance will be disbursed in December. Any additional requests should be directed to Sarah, Don, Susannah, or Connie. Will be presented as a motion next month.
  - h. Property. Warren Blessing. Utility audit is almost 100% done. New sanctuary lights are just about complete. Thermostat project has turned into a mess. We have such a collection of technology is a mishmash. The thermostats in the main church will be on wifi and will be controlled via phones. Lights downstairs are finished and lights outside are finished. Plumbing issues and boiler room are done so the drain guy can now come in and do work, as well as the drains on the seed company side. (For more detail, please see attached.)
    - i. Roof under the alligator pit continues to leak. DZEN Roofing will be doing the work. Electrician will need to come to disconnect any live wires prior to the work. All the work and repair will be guaranteed for 5 years at a cost of \$6500 (includes electrician costs) to resolve the leaking roof problems. A motion was made by Garth Myers, second by Rebecca Scruton. Motion approved unanimously.
    - ii. Repair windows in Seabury Room for 4 windows. First quote is for \$4K, waiting for other quotes. Still waiting for any quote on the large front window.
    - iii. ADA proposal. So far not able to identify anyone in the parish to take a leadership role on this project. Primary projects include making access from church to parish hall and bathrooms. Susannah Brown offered to make some phone calls to move this forward.
  - i. Annual meeting date. Garth Myers. February 26, 2023.
3. New Business.
- a. By laws. Warren Blessing. Garth, Rose, Connie, Don and Warren have discussed the state of the by-laws. The group decided that they should be cleaned up – extending vestry terms from 2 to 3 years, with the hope to have no more than 2 rotating each year. The other change is to have 2 or more wardens to provide flexibility to have 2 or 3. Third change is to include any homebound member to be able to vote. These will be presented at the annual meeting for adoption. More changes would be considered next year.

- b. Carol Jones let vestry know that Nan Heath has created cards with photos of the Tiffany window and different flower arrangements from the Creation Season will be available for purchase to raise funds for the Altar Guild.
  - c. Motion to adjourn made by Carol Jones, and second by Rob Heath.
- 4. Closing prayer. Rebecca Scruton.  
8:56pm meeting adjourned.

Minutes respectfully submitted  
By Melanie Hepburn

October 20, 2022

ATTACHMENT A

PROPOSED DISBURSMENT OF OUTREACH AND MISSION FUNDS FOR 2022

BEGINNING BALANCE IN ACCOUNT 5246 OF OPERATING BUDGET IS \$14,799.

Disbursed to date.

IRIS-Citizens of the World \$3,000  
Kaduna Center for Study of  
Christian/Muslim Relations \$2,500  
Total \$5,500  
Available balance for distribution. \$9,299

Proposed distribution, based on 2021 list.

Keane Center, local \$500  
Wethersfield Fuel Bank, local \$700  
Back Pack Program, local \$300  
St. Monica's Christmas Toy  
Drive regional \$500  
Citizens of the World \$4,500  
African Education Foundation \$500  
Total \$7,000

This leaves a balance of \$2, 299 still to be distributed. \$ 1,000 of this is designated to cover reimbursement costs if submitted from Lunch in the Park and Hands on Hartford dinners. Distribution of the funds remaining when the exact total is determined will be disbursed in December.

