

Trinity Parish Vestry Meeting 6/23/2022

Attendees: Warren Blessing, Rebecca Scruton, Tom Furrer, Garth Myers, Sarah Butters, Rob Heath, Charles Melchreit, Peter Dewberry, Melanie Hepburn, Don Ghostlaw, Susanna Brown, Carol Jones.

Guest: Connie Harasymiw

Minutes:

1. Meeting called to order at 6:39pm.
2. Opening prayer led by Rebecca Scruton.
3. Dwelling in the Word. The vestry read James 1:2-8. Members responded to phrases that stood out, personally and as leaders of the parish.
4. Monthly reports.
 - a. Approval of minutes from 5/19/2022. Motion by Charles and seconded by Garth. Minor edits made. Minutes accepted.
 - b. Financial report. Rob Heath reviewed the report from May 2022. Expenses currently running under budget. No money has been spent from designated accounts. Monies shifted from the Rectory fund to cover building improvements, finance committee has revised the standard report for clarity. Motion to accept financial report moved by Carol and seconded by Sarah. Report accepted.
 - c. Internal Control Questionnaire. Rob Heath reviewed the questionnaire and invited any questions. Discussion of counting schedule. Wardens will be meeting with Kathy Cole to review counting procedure. Motion to accept questionnaire moved by Peter and seconded by Sarah. Questionnaire accepted. (Status of parish credit cards – 3 are in use, 1 by Linda, 1 by Warren, and 1 by Rebecca.)
 - d. Additions to agenda – Peter Dewberry re additional music. Garth reported that there is an effort to reconvene the worship committee, including music. Peter stated that Heidi is hoping to organize a hymn sing and is waiting for approval. Tom reported that the scheduling of the hymn sing has been shifted due to COVID numbers and approval of the vestry. Tom recommended the hymn sing be scheduled for Sunday, 7/10.
5. Old Business.
 - a. Covid. Scruton. Rebecca reported that we will be taking down the signs recommending mask wearing. Parishioners will be reminded that there are still members who are at risk and concerned.
 - b. Mission and Outreach. Harasymiw. Connie gave a brief history of Outreach at Trinity since 1989, when the practice was indirect – checks written and distributed to causes. Around 2000, Outreach shifted to a more relationship-oriented ministry, first-person outreach. As per materials distributed to vestry, the recommendation is that there be a structure for Mission and Outreach, managed by a standing committee with 3 members of vestry (not to include wardens) and other parishioners. Members were encouraged to review the proposal and discuss at next vestry meeting, and Connie was invited to attend.
 - c. Property. Blessing. Warren reported the results with the top vote getters: ADA plan, roof work, streaming, Seabury room windows. These recommendations will help guide the property committee.

Warren reported the Wethersfield school will not be renewing their program in the building. If anyone has ideas about future use of the space in the lower level of the parish hall, please bring it to the vestry.

An energy audit by Artisenergy, has been in process. The project has a price tag of \$17K, and, with credits, it would cost the parish \$3381. They have also offered a no-interest loan for the \$3500. (The price includes parts and labor.) The projected savings is \$1900 per year. The project would include switching lights to LED, including safety and exit signs; smart thermostats; water flow regulators, etc. If not approved this month, the costs will increase by 8%. (If the sconces at the front of the building, project cost would increase by \$1300.) Motion to accept the proposal by Artisenergy not to exceed \$5K. Motion moved by Warren and seconded by Garth. Motion accepted.

6. New Business.

- a. The wardens met with new chief of police for Wethersfield. It was a very positive meeting. They discussed a safety program for the church, especially in light of recent shooting at an Episcopal church in Alabama.
- b. Tom announced that he will be stepping down from his position, at of the end of August. A letter will be going out to the parish community tomorrow. Members shared their personal responses to the news.

7. Closing prayer by Rebecca.

8. Meeting adjourned, 9:05pm.

Minutes respectfully submitted by

Melanie Hepburn

6/23/2022

BRIEF HISTORY OF OUTREACH AT TRINITY;

Until three years ago, Outreach efforts were based entirely on fund raising activities (Chili and Rice and Beans Dinner) to support specific projects (scholarships for Haiti) and to collections of specific items for specific projects (stuffed animals for CCMC).

There was a large and active Outreach Committee who decided what projects would be supported. The Vestry was not involved with this committee, either in choice of projects to be supported or the activities to raise the money. The committee met each January and by vote adopted 4 or 5 projects to fund raise for with a goal of a one thousand dollar donation to each.

There was an exception to this. The proceeds from the Olde Sugar Plum Fair were a line item in the operating budget. After many requests etc. a percentage of the profits was given to the Outreach Committee to disperse, with the direction that 1/3 be distributed locally (Wethersfield), regionally (Hartford County) and 1/3 internationally. The Vestry voted yearly to appropriate the amount.

About three years ago the Covid pandemic hit and we were unable to hold our fund raising activities.

Also, three years ago, the Vestry passed a motion that 5% of the annual income to the church be placed in the operating budget account (01-5246-000). Disbursement from this account requires Vestry approval. This account has been increased each year, with the goal of 10%. It stands at 8% in this year's budget. The amount was \$14,799 at the beginning of this budget cycle.

TYPES OF OUTREACH ACTIVITIES: There are currently two major types of Outreach and Mission projects. The following are not inclusive of all activities, just examples offered.

COLLECTION OF SPECIFIC ITEMS OR MONEY FOR A SPECIFIC CAUSE

Specific monetary collections;

Nigerian Children's Scholarships

Nana's Sewing Machines

Collection of specific items, organized and carried out by individuals. These are not monetary collections, they are item collections;

Wethersfield Food Bank-HAT-Hunger Action Team-food items

South Park Inn-self-care items

Community Dinner at Hands on Hartford-hams and cole slaw etc.

Wethersfield Social Services

Copprome Orphanage-supported by Soup to Go

DISTRIBUTION OF THE LINE ITEM FUNDS FROM ACCOUNT #01-5246-000 Again this list is not inclusive, only for example. This is done throughout the year by vote of the Vestry as proposals are presented.

Wethersfield Fuel Bank

Keane Foundation

St. Monica's Holiday Toy Drive

Rector's Discretionary Fund

Contribution to a Sustainable Grant application

Recognition that there needs to be a structure and process to the Outreach and Mission activities at Trinity that remains in place as time and people move on. It needs to be an open process in which parishioners can participate at any level of interest or expertise but it should still have an overall organization and focus.

PROPOSED RESTRUCTURE OF THE MISSION AND OUTREACH COMMITTEE

The Mission and Outreach be a volunteer, three member sub-committee of the Vestry. The members NOT be wardens. The sub-committee be open to members of the parish who show a working interest in Outreach and Mission activities.

Suggested responsibilities of the sub-committee be as follows;

1. Overall acceptance of **new** initiatives as suggested by individual parishioners, which are primarily collection activities. This can be either monetary or specific items. The parishioner takes responsibility for the advertising, collection and distribution of the items. This could easily be done by filling out a simple form as to when it would take place, who would benefit and who is taking responsibility for the project. More informational to the Outreach and Mission Committee than approval.
2. Distribution of funds from account # 01-5246-000;
 - a. Distribution of line item funds to standing commitments such as Keane Foundation, Wethersfield Fuel Bank, Back-Pack Program.
 - b. Designation of a portion of these funds to support Sustainable Development Grants.
 - c. Designation of some portion of these line item funds for a simple grant process for projects suggested by a parishioner. These would be a one time grant of \$500 or less.

Reimbursement to individuals who incur expenses related to Lunch in the Park and the Community Dinner/Hands on Hartford are provided from the special Outreach and Mission accounts NOT the operating budget.