

Trinity Parish Vestry Meeting Minutes

September 19, 2024

Attendees: Carol Jones, Connie Harasymiw, Rob Heath, Greg Joseph, Don Ghostlaw, Cheryl Chadsey, Bruce Duncan, Melanie Hepburn.

Guests: Joan Joseph, Warren Blessing, Aversa Sheldon

Absent: Rebecca Scruton, Kathy Cole

Meeting called to order at 6:35pm

1. Opening prayer. Cheryl Chadsey.
2. Motion to amend the agenda and allow visitors to go first made by Greg Joseph and seconded by Don Ghostlaw. Motion approved unanimously.
3. Mission and Outreach. Joan Joseph. Motion made to accept report from Mission and Outreach made by Greg Joseph, seconded by Cheryl Chadsey. Motion approved unanimously. Proposals received were reviewed, and adjustments to a few recommendations were explained. Joan Joseph and Ann Marie Stavola adjusted a few of the larger requests to hold \$1500 in reserve through the end of the year to be able to provide for other causes that might come in between now and the end of the year. Motion to accept proposal as drafted made by Don Ghostlaw, second by Cheryl Chadsey. Full motion attached. Motion approved unanimously.
4. Property committee. Warren Blessing. Report on rental approval procedure update. Some groups are already covered via our insurance (ALANON), others have their own insurance (yoga group). Wethersfield police department asked about PAL group meeting. Two commercial rental requests failed as the building is not handicapped accessible. Garage is in process of being painted. Internal signage project will begin soon. New list of key holders is being drawn up as part of getting a handle on our security. Kitchen update – a slop sink needs to be installed, outside of the kitchen. A sink will be installed in the sexton office. DelPonte in Glastonbury has provided a quote of \$1800 for the sink and installation. Waiting for an additional quote.
5. Monthly reports
 - a. Motion to approve minutes from Greg Joseph, seconded by Don Ghostlaw. Minutes accepted with small correction.
 - b. Finance report. Rob Heath. Income continues to be above budget. Mission and Outreach expenditures will show in next month's report. Designated restricted accounts – additional funds have come in to support the organist costs. Physical improvements were for the chairs that came for the parish

hall. Another gift came in for the tree fund. Nigerian scholarships - \$1950. \$5400 went to Bishop Dogo to support the scholarships. Checking account is \$47K, investment account is also doing well and we have not had to make a withdrawal. Motion to accept made by Carol Jones, second by Don Ghostlaw. Report accepted.

- c. Financial audit report. Rob Heath. The audit comments were reviewed. There is always a difference when reconciling the checking account, this year that ends up being \$744, the amount of the November electric bill. Small typo noted to explain \$6 difference for investments. We do not record receivables. There was a \$127 understated expense amount on the Parochial Report reported by auditor – not sure, total expenses are correct, perhaps auditor feels the dollar amount belonged to a different category. Cash on the Parochial Report balances to the ledger, with small difference of \$6 due to typo. Rob will reach out to the auditor to clear up questions, but as far as he is concerned, the audit is complete. Motion to accept the review of the audit made by Greg Joseph, seconded by Bruce Duncan. Motion accepted unanimously.
- d. Worship team and altar guild. Carol Jones. The diocese has directed parishes to return to the common chalice. Motion to return to the common chalice in the Eucharist made by Greg Joseph, seconded by Carol Jones. Vote was 6 in favor, and 1 against. Motion passes. New policy will be announced via eBlast and during announcements.
- e. Budget 2025. Rob Heath. A draft of the proposed budget for upcoming year was discussed. Budget includes using 3 ½% from investment account to supplement. Rector's salary and compensation. The compensation amounts were based on information from Cannon Tim Hoddap's assistant, based on an 18 hour per week appointment. Members asked for revised draft to include potential rector's medical insurance. The proposed budget will be revised over the next few months before it is finalized. As it currently stands, the proposed budget is in the red, which requires the pledge and non-pledge giving to increase by \$17K.
- f. Nominating committee. Connie Harasymiw. The outgoing members of the vestry – Don Ghostlaw and Rebecca Scruton. Don has offered to be the convener of the nominating committee. The current members are Garth Myers, Tina LaMorte, Judy Shaw, Barbara Cosgrove. A few members of the committee have been asked whether they are able to continue.
- g. Old business

- i. Lift. Carol Jones. There was supposed to be a meeting with Cliff, representative of company that services the current lift and to see what would be needed to accommodate a wheelchair lift, potentially one for downstairs and/or the sanctuary.
 - ii. List of potential projects. Connie Harasymiw. A few items from the list – increase funding for advertising, signage, ADA. How to continue to work through the list? Aversa Sheldon broke the list down into chunks like property/capital improvements; volunteer tasks; children and town outreach; increase in services (compline, evensong, retreats); music; and so forth. One idea is to take on three items per month. Aversa has offered to continue working on the list. Benevity – is a company that allows participants to run contributions through Benevity and they provide matches. Aversa then suggested votive candles on the porch for saints, stained glass windows tour. Also Blessing of the Animals – would the vestry approve purchasing of clip boards, coloring pages, and crayons. The bucket list – Aversa will complete and bring back to the vestry. Halloween event approved.
 - iii. Vestry minutes. Connie Harasymiw. We will try printing off minutes for members. Distributed on Sundays following vestry meetings.
 - iv. Safe Church. Connie Harasymiw. Several have already taken care of this, some are already signed up. Please sign up. Must be renewed every three years.
- h. Closing prayer. Cheryl Chadsey.

Minutes respectfully submitted

By Melanie Hepburn 9/19/2024

