

Trinity Parish Wethersfield

Vestry Meeting Minutes

December 19, 2024

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

Meeting called to order at 6:33pm.

1. Opening prayer. Rebecca Scruton.
2. Approval of minutes from November meeting. Motion to approve made by Greg Joseph, second by Cheryl Chadsey. No discussion. Minutes approved unanimously. Motion passes.
3. Financial report. Rob Heath. Expenses remain below income, still have not taken any funds out of investment account. \$10,000 gift came in for the church to use as needed. The funds came in from the diocese for Haiti. Investment fund continued to grow through November. Checking account is at \$57K, which includes a \$15K check for Haiti that needs to be forwarded. As of the first of the year, some funds from checking account will go to Vanguard account. Motion to accept financial report made by Greg Joseph second by Kathy Cole. No discussion. Vote to approve unanimous. Motion passes.
4. 2025 Budget, draft 3. Rob Heath. Review of draft budget, a few tweaks to proposal, including salary increase for staff, worker's compensation etc, some small reductions in worship supplies. Property insurance has increased. Some discussion re changing church administrative software in the future. Motion to accept the third draft of budget made by Don Ghostlaw, second by Kathy Cole. No discussion. Vote to accept the budget unanimous. Motion passes.
5. Additional agenda items – Include in minutes the motion to approve purchase of additional streaming camera at the cost of no more than \$3500, approved unanimously via email vote.
6. Motion to approve extension of terms of the treasurer, Rob Heath, and clerk, Melanie Hepburn, for one more year moved by Greg Joseph, second by Don Ghostlaw. No discussion. Vote to approve unanimous. Motion passes.
7. Mission and Outreach. Connie Harasymiw. Include the motion from the agenda. Motion to approve the remaining funds of the Mission and Outreach made by Rebecca Scruton, second by Kathy Cole. No discussion. Vote to approve unanimous. Motion passes.

8. Setting the date for the annual meeting. Connie Harasymiw. Sunday, January 26, 2025 has been set. Motion made by Carol Jones, second by Kathy Cole. No discussion. Vote to approve unanimous. Motion passes.
9. Property. Carol Jones. Proposal to repair children's chapel. Warren Blessing provided details to restore the ceiling and install lighting, not to exceed \$10,000. Motion made by Carol Jones, second by Rebecca Scruton. Discussion re dimmable fixtures. Recommendation to approve as is and amend via email vote if expense exceeds \$10,000. Vote to approve unanimous. Motion passes.
10. Naming of the Children's Chapel. Carol Jones. Motion to name the room the Geoffrey Neilson Community Room made by Carol Jones, second by Cheryl Chadsey. No discussion. Vote to approve unanimous. Motion passes.
11. Kitchen update. Carol Jones. Looking to purchase commercial freezer to expand capacity. Motion to approve expense of up to \$3000 for new fridge/freezer made by Carol Jones, second by Kathy Cole. No discussion. Vote to approve unanimous. Motion passes.
12. Old Business. Fire marshal visit. Connie Harasymiw. He reviewed three separate areas – including ramp at front of building, chair lift options, and egress options. The external ramp to building will not pose an issue. The chair lift option is limited to elevator. Egress training will also be needed for members of parish. Fire marshal is investigating lift and elevator options and will report back. Fire marshal also reviewed the kitchen and stated that we would have to do some reconfiguring of stoves and vents in order to allow us to be able to fry food. More discussion is needed in the future.
13. 2025 goals. Connie Harasymiw. We continue to make progress on goals. An updated version of the goals, showing progress, will be available at the annual meeting.
14. Memorial garden. Connie Harasymiw. Members had walked the property to view the options, including the columbarium located at the back of the car park. Most members were not in favor of columbarium. Rob Heath presented a diagram of how the suggestion from the prior meeting would look and how it would allow for more people. Reconfiguring the existing garden will allow us to increase the capacity without any significant expense.
15. Closing prayer. Rebecca Scruton.
16. Meeting adjourned at 8:35pm

Minutes respectfully submitted

By Melanie Hepburn 12/19/2024