

**Trinity Episcopal Church**  
Vestry Minutes via Zoom  
March 18, 2021

Present: Fern Fryer, Sr. Warden, Jay Slenker, Jr. Warden, Melissa Alarie, Kathy Hall, Rich Jones, Krey Kellington, Steve Sawyer, Dave Thurmer, Holly Webb.

Attending: Sarah Ginolfi, Priest in Charge

**I. Call to Order:** Fern Fryer called the meeting to order at 5:05PM. Sarah opened the meeting with a prayer.

A. Items to be added: Jay would like approval for funds to upgrade the landscape for the Rectory and Church.

B. Welcome Sarah: Fern welcomed Sarah personally and on behalf of the Vestry to her first Vestry meeting. Because Sarah was scheduled for the beginning of the meeting the usual order of the meeting is delayed to update her transition to Trinity.

1. Wendy will prepare press releases to introduce Sarah to the Clergy before Easter and the Rutland community after Easter.

2. Services for Holy Week; there will be services for Palm Sunday, Maundy Thursday, Good Friday, the Easter Vigil, and Easter Sunday. Sarah estimates the Thursday and Friday services will be about 45 minutes. She is working on the details. Palms for Palm Sunday will be distributed Saturday the 27th at the Trinity Church parking lot between the hours of 1-3pm. Sarah will be there to meet congregants that come by.

3. Sarah will give Fern and Jay a list of her future plans. For scheduling purposes she plans that Monday will be her Sabbath excepting emergencies. Her storage unit arrives on April 6. So she will be moving in April 6th - the 9th.

4. Which Sunday service Sarah will not preach remains to be determined. Fern noted that could be discussed by e-mail before the next Vestry meeting. Sarah wants to preach the first three Sundays so as to meet as many of the congregants as possible.

5. The treasurer needs to know how many days Sarah will work in March. Sarah and Linda will meet and work that out and inform the Diocese through Rich Sagui.

6. Auburn is requesting Vestry approval of a Housing Resolution. Sarah believes she has already provided the Diocese with the necessary forms. Sarah gave an estimate of her expected housing expenses for this calendar year. Fern will circulate the resolution to the Vestry for approval by e-mail after she confirms the Diocese has the necessary information.

7. The Rectors report for Vestry meetings was discussed. Sarah agreed it was a good idea to continue.

8. Jay appreciated the video just done by Sarah after her move into the Rectory and thanked Wendy for getting it on to both Facebook and YouTube through the Trinity web site.

Sara left the meeting

**II. The February minutes:** Krey made a motion to approve the minutes, seconded by Jay, unanimous vote to approve.

**III. Treasurer's Report:** A motion was made by Krey to accept the Treasure's Report, seconded by Dave, unanimous vote to accept.

1. The Finance Committee recommends moving \$40,000.00 from the non-operating fund account currently with a balance of approximately \$74,000.00 at the Peoples Bank into Broadlake which pays a higher return. A motion was made by Krey to move the amount recommended to Broadlake, seconded by Jay, and after brief discussion, unanimously approved. Fern will let Linda know the motion was approved.

2. Moving expenses for Sarah will be paid by her then reimbursed by Trinity. Because there are sufficient funds to pay for Sarah's moving expenses in the operating fund, Finance suggested there be a motion to pay the moving expense from the operating or holding fund and if for some reason that cannot be done then the moving expenses may be taken from the Diocesan Unit Fund prior to June 30, 2021. Jay made a motion to take the moving expenses from the Diocesan unit fund prior to June 30th only if that expense cannot be paid from the operating or holding fund. Krey seconded the motion; vote called with unanimous approval.

3. LOA: Dave made a motion by e-mail prior to today's Vestry meeting: to empower Jay and Fern to finalize the Letter of Agreement within the parameters previously discussed by the Vestry; Krey seconded the motion; the motion passed unanimously.

#### **IV New Business:**

**E. Organ Repairs:** As a heads-up Fern advised that John has been in contact with Peter Walker regarding the repair or replacement of organ pipes that was not completed several years past. Six pipes need to be replaced. A church in New Jersey is selling five apparently equivalent pipes. Peter is preparing a draft proposal for purchase and repair. This expense would be covered by the Organ Fund.

Melissa Allaire joined the meeting.

**F. Vestry Resource Guide Chapters 2 and 3:** Krey outlined Chapter 2, Dave Chapter 3.

The Vestry needs to be accountable, fair, and transparent in its governance. The size and composition of the Vestry should be reflective of the congregation as well as having or not having Jr. and Sr. Wardens, treasurers, and secretaries. The Vestry should build strong leadership teams. The Vestry should brief and review new members annually regarding the established operational guidelines. Team leaders should not be heroes; work should be delegated by the leader. God's mission comes first. Gather information and communicate with all tools available. Be patient and thank those who serve. Retreats have been the way the Vestry oriented new members. Kathy suggested the Vestry meet in May if covid-19 guidelines permit; she volunteered her home could be a nice place to meet. Jay noted the LOA with Sarah requires a listing of mutual responsibilities between the Vestry and the Rector and a 6 month review. The LOA also requires the Rector within the next three months to present the Diocese, through Auburn, with a mission and vision statement for the next year. Fern noted that the Intentional Growth Report lists specific big picture goals and it is now up to the Vestry with the Rector to implement them. For the April Vestry meeting Jay will review Chapter 4 and Rich will review Chapter 5. Holly will conclude during the May Vestry meeting with Chapter 6.

**G. Rectory and Church upkeep:** Jay noted the Rectory has not had professional upkeep in many years. He would like approval to explore the cost of tree removal or trimming at the Rectory, cleaning the siding, and landscaping around the Rectory and the Church. The Vestry agreed this would be worthwhile. The expenses would be paid from the property fund.

#### **V. Old Business:**

1. The first of the month mailing of the Logos to the congregation will continue and the 2nd will

continue to be e-mailed.

2. Energy Committee update: Aaron spoke to Fern regarding insulating the bell tower. He recommended laying down rock wool insulation in two layers above the rose window. He estimated approximately \$1,000.00 for materials and \$500.00 for labor. He would be able to do the work before the Fall. Dave made a motion to authorize the installation of rock wool insulation in the bell tower by Aaron in the amount estimated by Aaron. The motion was seconded by Rich, vote called with unanimous approval.

**VI. April tasks:** Fire extinguisher check: Fern will speak with Wendy to see who has done previous inspections. Spring clean-up will be deferred until the May Vestry meeting. The Memorial Garden will need to be cleaned up in May. Problems with the Freeze alarm are also deferred to the next meeting. The Intentional Growth Report: Jay said Sarah has read and endorses it. Fern would like to thank the authors of that report and ask Sarah to acknowledge the good work they did as well.

Rich asked who is going to run the Vestry meeting now that we have a new Priest-in-charge. Fern will talk to Sarah about that. The issue of Sunday services and Sarah's involvement remain to be resolved. Holly noted the Dioceses could have some suggestions. A number of supply priests were discussed. Supply priests if used will need to be budgeted. Rich noted a sermon could be skipped once a month. Kathy suggested we consider sharing a service with other Churches.

Motion to adjourn by Krey seconded by Rich. Adjournment at: 6:40PM

Next Vestry meeting April 15<sup>th</sup>, 2021.

Respectfully Submitted, Marc Brierre