

**MINUTES  
TRINITY VESTRY MEETING  
October 17, 2016**

A meeting of the 2017 Vestry was held in the Trinity Undercroft on October 17, 2016.

Present: The Rev. Dr. Luk De Volder; Lisa Omark, Senior Warden; Charlotte Rea, Junior Warden; David Soper, Treasurer; Carolyn Gould, Clerk; David Assis; Fiona Boucher; David Jenkins; Richard Mammana; Robert Orr; Sheila Owen; David Rivera; Sarah Woodford

Guests: Holly Clark (Yale Divinity School Liturgy Intern); Duo Dickinson; Barbara Lamb

**QUICK VIEW**

**Decisions made;**

- **Approved Minutes of September 19, 2016, Vestry Meeting**
- **Approved retention of Jennifer Anniskovich as a consultant, with a retainer of \$2,000 and a prospective cost of \$10,000 over the next 2 years**
- **Adopted Proposal regarding Urgent Repairs Procedure upon unanimous approval of the Rector, Wardens, Treasurer and Chair of the Properties Committee so long as the cost does not exceed \$10,000**
- **Approved Grants Committee recommendation for grants totaling \$34,982**

**Tasks identified:**

- **Develop list of nominees for Vestry positions**
- **Obtain quotes for hearing amplification**
- **Obtain information from Properties Committees re: Genesis Garden**
- **Complete Parish Directory**

The Rector opened the meeting at 5:35 PM. He circulated for signature a revised Diocesan form in support of Tuesday Rupp for ordination to the priesthood. Town Green District brochures were also circulated.

Fiona Boucher offered an opening prayer.

**Approval of Minutes of September 19, 2016, Vestry Meeting (see attached):** It was MOVED and SECONDED that the minutes of the Vestry meeting held on September 19, 2016, be approved. The motion PASSED unanimously.

**Rector's Report:** The Rector introduced the guests attending the meeting, including Holly Clark, a second-year student at Yale/Berkeley Divinity School, a postulant for priesthood in the Diocese of Maine and currently a liturgy intern at Trinity. He announced that Bishop Laura Ahrens will attend a

Vestry meeting on Tuesday, November 22, at 5:30. The December Vestry meeting will be held on December 19 at Luk and Tiffany's home. The Vestry Retreat will take place on February 10 and 11, 2017, at Incarnation Camp in Ivoryton. The Rector announced that Matthew Singleton has been hired as Communications Manager.

**Strategic Planning:** Barbara Lamb presented an overview of progress on strategic planning and the need to make decisions about the future of Trinity and continued growth. There will be an effort to promote development under the leadership of Fiona Boucher. In the area of communication, there is a need to keep in touch with members who come from a wide area. The planning will involve determining who we are and where we are going, with clear-cut goals and objectives. The Wardens, the Treasurer and the Rector have met with 9 potential consultants to obtain ideas about the best route to take and reviewed proposals from 3. A document outlining the qualifications of Jennifer Aniskovich was circulated. Barbara stated that the time is ripe for strategic planning and enhancing Trinity's role in the community, pointing out that since his arrival, the Rector has become a respected member of the New Haven community. It is possible to formalize an agreement with Jennifer Aniskovich, at a 20% discount, for 5 to 10 hours per month with reliance upon Trinity parishioners; the cost will probably be about \$10,000. Barbara recommended that Trinity begin working with Jennifer Aniskovich. It was **MOVED** and **SECONDED** that Jennifer Anniskovich be retained as a consultant, with a retainer of \$2,000 at a prospective cost of \$10,000 over the next 2 years. The motion **PASSED** unanimously.

#### **Ministry Teams:**

**Properties and History:** Duo Dickinson reported that the stone for replacement of the front steps has arrived on Long Island and is going through customs. It will be installed either before the Holiday Bazaar or after winter is over. There was an air conditioning failure during the summer which called attention to the need for a procedure in emergency situations (see attached Proposal for Vestry Resolution re: Urgent Repairs Procedure. It was **MOVED** and **SECONDED** that the Proposal be adopted. The motion **PASSED** unanimously.

**Outreach and Chapel on the Green:** The Grants Committee sought Vestry approval of the Trinity Grants Committee Budget Report (see attached). It was **MOVED** and **SECONDED** that the recommended grants, totaling \$34,982, be approved. The motion **PASSED** unanimously. It was suggested that parishioner participation in the grantee organizations be highlighted and that it would be useful to look at the focus of the grants in connection with the work on strategic planning.

#### **Administrative Operations:**

**Treasurer's Report (see attached):** David Soper, Treasurer, reviewed the "Trinity Church on the Green Financial Review" through September, 2016. Revenues through September were at 80% of the budgeted amount, with pledges at 75%. The amount of \$8,500 was raised from the Music Program's concert focusing on recruitment. Expenses were at 71.5% of budget through September, with a net savings on personnel and utilities (on account of the new LED lighting). The cash balance is down on account of payments to the contractor for the steps. The Community Foundation has made the payments due from funds held there. Currently, dividend income from Vanguard is paying for about one-half of the withdrawals from the endowment. The Rector noted that the amount of

\$1,000 was paid from the Rector's discretionary fund to the Town Green District, with an invitation to apply to the Grants Committee in 2017.

**Stewardship Committee:** David Jenkins reported that the first letter has gone out and Giving Sunday will be October 23. There will be a follow-up letter in early November and another in early December. Beginning in January, there will be calls to previous pledgers. Thank you cards will be sent. On Giving Sunday, there will be a litany at each service before the Offertory.

**Nomination Team:** Lisa Omark reported that a list of 52 names has been generated, which will be refined and those on the list will be called.

**Continuing Business and New Business:**

- There will be a meeting with the Children's Center on Wednesday, October 19, from 4 to 5:30 PM at the Trinity Parish Office to review the Archives.
- There was consensus that the Sunday Parish Meeting and workshops were valuable for those who attended.
- David Jenkins reported that the hearing aid devices are not working and need to be replaced; quotes will be received.
- The Genesis Garden needs Vestry support; the Properties Committee has asked for more information about it and will make a recommendation.
- Work is proceeding on the data base and updates to the Parish Directory.
- There will be a concrete proposal presented concerning Bibles in the pews.
- The Assistant Rector search is progressing; 5 of 6 candidates have been reviewed and there will be further information by the next Vestry meeting.
- There will be a South Central Region Convocation organizational meeting at the Whitneyville Community Center on October 23.

Fiona Boucher led a closing prayer.

The meeting was adjourned at 7:15 PM.

Respectfully submitted,

Carolyn Gould, Parish Clerk

**Upcoming Dates:**

**November 22, 2016: Next Vestry Meeting (with Bishop Ahrens)**

**Prayers, Barbara Casey**

**Snacks, Sarah Woodford, Carolyn Gould, Barbara Casey**

**November 27, 2016: Coffee Hour, Sarah Woodford, Barbara Casey (9 AM); Carolyn Gould (11 AM)**

**December 19, 2016: Vestry Meeting**

**January 29, 2017: Annual Parish Meeting**

**February 10 and 11: Vestry Retreat at Incarnation Camp**

**Attachments:**

Vestry Agenda, October 17, 2016

Minutes of September 19, 2016, Vestry Meeting

Proposal for Vestry Resolution re: Urgent Repairs Procedure

Trinity Grants Committee Budget Report

Trinity Church on the Green Financial Review through September 2016