



Trinity Church on the Green

Mission Statement

God's love calls us to proclaim with joy the Good News of Jesus Christ, to welcome all people into the community of faith, and to serve Christ through serving others.

Vestry Meeting

September 18, 2017

Agenda

1. Opening Prayer (Fiona Boucher)
2. Bible and Covenant reading
3. Approval of minutes of August 21st meeting
4. Continuing and New Business
 - Voice confirmation of electronic vote for development position (Richard Mammana)
5. Administrative Operations
 - Treasurer's Report (David Soper)
 - Stewardship Update
6. Rector's Report
 - Holiday Bazaar Conversation
 - Creating Safety Experience around Trinity
 - Picnic review
 - Vestry nominations
7. Closing Prayer (Fiona Boucher, read by Richard Mammana)

Tonight Prayer

Fiona Boucher

Next Meeting Prayer

Patricia Thurston

Vestry Dates Meeting

October 16

Snacks

Sheila Bonenberger
Fiona Boucher
Barbara Casey
Kim Morris

Snacks

Barbara Lamb
Andrew Smyth

November 20

Draft subject to vestry approval

MINUTES
Trinity Episcopal Church
Vestry Meeting
August 21, 2017

Present: The Reverend Dr. Luk De Volder, Rector; Lisa Omark, Senior Warden; Charlotte Rea, Junior Warden; Richard Mammanna, Clerk; David Soper, Treasurer; David N. Assis, Sheila Bonenberger, Barbara Casey, Karen Isaacs, Dave Jenkins, Geri Mauhs, Kim T. Morris, Andrew Smyth, Mary Ann Stroup, Sarah Woodford.

(Regrets received from the Reverend Elise Ashley Hanley, Assistant Rector; Fiona Boucher; Patricia Thurston; absent: David Rivera)

Luk opened the meeting at 5:45 p.m.

Sheila offered the opening prayer.

Andrew Smyth read the Bible quote from Romans 11:29-32.

Barbara Casey read from the Vestry Covenant.

The minutes for July 17, 2017 were approved by unanimous voice vote.

The vestry ratified the earlier electronic vote for the approval of an increase of budget for the steps project.

Lisa expressed gratitude for the work of the time capsule committee, and called attention to Sheila's poem for the occasion of its dedication. She also discussed the inventory, which has been circulated electronically. The inventory will be available on the website.

Lisa offered updates on the ministry meetings for Arts and Music, Outreach, and Christian Education. She indicated that there is good discussion among team members. Luk noted the importance of exchange between ministry teams. He also noted the importance of word of mouth and face to face communication in internal and external communication. Mary Ann Stroup asked a clarifying question about the place of vestry liaisons with ministry teams. Luk said that this will be important going forward in common organization of events and planning of budget. The vestry liaisons will be particularly important for these matters.

Charlotte discussed the resolution for a Director of Development position, noting the importance of expanding Trinity's reach internally and externally. Ultimately, the position should pay for itself. The title may be flexible, e.g. as Major Gifts Officer or Director of Development. Luk spoke in favor of the resolution. David Assis also spoke in support of the resolution and its ability to support ongoing ministries and outreach. He also suggested an amendment of the resolution for three years rather than two years in order to reach sustainability. Luk noted that there would be careful attention to the realistic dimensions of this timeline. Andrew Smyth concurred with the importance of regular checks and extensive framework to support the work. He asked what the review mechanism would be. Barbara noted the importance of the delicate balance between fundraising and experience in grant-writing. Karen Isaacs spoke to the role of a development officer in contacting parishioners to cultivate significant gifts. She asked about the relationship of this work to the database project. Kim Morris asked a clarifying question noting the necessity of outside expertise for a development officer. Luk offered insights from his attendance at this year's meeting of the Consortium of Endowed Episcopal Parishes. Sarah Woodford suggested Kerri Robinson as a resource to advise us about development work for churches.

A resolution as amended will go forward with a job description for an electronic vote by the vestry.

Lisa spoke about the upcoming parish picnic on **September 10, 2017**. It will take place from approximately 11:30 a.m. to 1:00 p.m. We circulated a sign-up sheet for vestry members to assist with the picnic.

Barbara Casey asked about rethinking snacks at vestry meetings. There is often a lot of food left over. Some members expressed their interest in having food since they are coming directly from work. Others discussed the possibility of scaling back the amounts. The group assigned to the next meeting will confer about this.

Richard Mammana asked for confirmation of the parish lay alternates, both of whom have been notified of their nomination for attendance at diocesan convention.

Luk offered an update on the database project, and said that things are progressing well. Jeff is now looking for a software platform that will suit our needs best.

Luk noted that the by-laws committee should meet again soon to evaluate intellectual property matters related to goods produced in the name of the church. Karen Isaacs urged speaking to parishioners who are attorneys to develop a policy.

Luk spoke about the stewardship drive and the importance of face to face communion, noting that many newcomers are not pledging members although they return every Sunday.

David Soper gave the Treasurer's Report through the month of July. David Jenkins asked a clarifying question about the choir activities fund, which has already started fundraising again for its next trip in several years. David noted that personnel expenses are in line with what we would expect. Lisa reported on the work of the Grants Committee, who is now visiting or calling applicants. Building costs are slightly ahead of budget. The bill from the auditors will raise administrative costs significantly next month. The rest of the items are pretty much in line with expected spending and where we are in the liturgical calendar. There was brief discussion of the fluctuation of the endowment value.

Luk indicated that the September meeting will begin with the financial report and some more discussion of the budget.

Sheila offered the closing prayer.

The meeting adjourned at 7:20 p.m.

Respectfully submitted,

Richard Mammana
Clerk

Bible Quote

ROMANS 14

We do not live to ourselves, and we do not die to ourselves. If we live, we live to the Lord, and if we die, we die to the Lord; so then, whether we live or whether we die, we are the Lord's. For to this end Christ died and lived again, so that he might be Lord of both the dead and the living.

Trinity Church on the Green VESTRY COVENANT

Celebrant: Will you proclaim by word and example the Good News of God in Christ?

People: I will, with God's help.

Celebrant: Will you seek and serve Christ in all persons, loving your neighbor as yourself?

People: I will, with God's help.

Celebrant: Will you strive for justice and peace among all people, and respect the dignity of every human being?

People: I will, with God's help. (Baptismal Covenant, The Book of Common Prayer)

Recognizing our shared baptismal covenant, and the promises we have made in it to God and to one another, we commit as members of the Vestry to a culture of holy manners and conversation.

We promise to pray for each other, for our clergy and staff, and for the congregation.

We promise to listen actively and communicate directly with one another, nurturing and supporting one another to ensure mutual understanding.

We promise to treat each other with respect, acknowledging that disagreement and conflict are part of the decision-making process but that each of us is united in our love for God and our church. When conflicts do arise, we commit to draw on the wisdom of our Christian tradition—scripture, prayers, hymns, art—to understand the conflict with a broader and deeper context.

We promise to put aside our personal needs and agendas for the good and community of our Vestry, recognizing the need to balance accountability with personal responsibility.

We promise to create a safe place for all to speak during Vestry meetings.

We promise to create and sustain a parish committed to the highest standards of safety for children and the elderly in accordance with Diocesan Safe Church policies.

We promise to support Vestry decisions, even though we might personally disagree with them, especially when we engage with the congregation.

We promise to communicate openly with the congregation while understanding that there may be times when confidentiality is necessary.

✿ We promise to demonstrate our leadership and commitment to our church by our example.

We promise to support our clergy and staff so that their efforts can be most effective.

We promise to be present at all Vestry meetings and functions as much as possible, silencing our mobile devices and (with the exception of emergencies) using electronics only in ways that pertain to the meeting itself—for notes, background information, presentations, etc.

We promise to evaluate our keeping of this covenant regularly in the pursuit of healthy culture for the Vestry itself and the wider congregation.