



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

December 18, 2017

Agenda

1. Opening Prayer (Richard Mammana)
2. Bible and Covenant reading
3. Approval of minutes of November 20th meeting
4. Continuing and New Business
 - Rector's report
 - Kate McKay, postulant
 - Nominating Committee report
 - Introduction of Charles Frey, Director of Development
 - Discussion of 2017 accomplishments
 - Annual Vestry Retreat: February 23 and 24
Please add to your calendar this very special time for the Vestry, Clergy, Clerk, Treasurer, and Wardens to pull away from our daily lives to think and reflect as a team and as stewards of the Church. We will have dinner on Friday night, place and time to be determined, and will have a full day at the Lawn Club on Saturday, agenda under discussion now. Friday night's dinner will be a time to relax and begin our talks. On Saturday, we will reflect on ways of working together and ways to guide and support Trinity in the coming years. The Annual Retreat is long-standing tradition, and we look forward to beginning the Vestry year and welcoming our new Vestry members.
5. Administrative Operations
 - Treasurer's Report (David Soper)
 - Vote on 2018 budget
6. Christmas cheer
7. Closing Prayer (Richard Mammana)

**Tonight
Prayer**

Richard
Mammana

Snacks

Karen Isaacs

**Next Meeting
Prayer**

Richard Mammana

Snacks

Patricia Thurston

**Vestry Dates
Meeting**

January 15

Kim Morris
Charlotte Rea
Lisa Omark

Sheila Bonenberger
Andrew Smyth

Draft subject to vestry approval

MINUTES
Trinity Episcopal Church
Vestry Meeting
November 20, 2017

Present: The Reverend Dr. Luk De Volder, Rector; The Reverend Elise Hanley, Assistant Rector; Charlotte Rea, Junior Warden; David Assis; Fiona Boucher; Barbara Casey; Karen Isaacs; Dave Jenkins; Geri Mauhs; David Soper; Andrew Smyth; Mary Ann Stroup; Patricia Thurston (minutes).

(Regrets received from: Sheila Bonenberger, Kim Morris, Lisa Omark, Richard Mammana, Sarah Woodford).

Guests from Church Ministries

Luk opened the meeting at 5:55 pm.

Barbara Casey offered the opening prayer.

Luk led a prayer for people who have lost loved ones, who have loved ones who are sick, and others.

David Jenkins read a passage from 1 Thessalonians 5:8-11.

Andrew Smyth read a passage from the Vestry Covenant.

A spelling correction was noted on page 6 of the minutes for October 16, 2017. The minutes were approved with one abstention.

Continuing and New Business

Grants committee report – postponed until November.

Home Board Report (Glen Segger). Glen has been on the HB for 6 years. He is currently in his 2nd year as President. Glen reviewed the original, 1862 mission of the HB as a place to care for widows and orphans, and a refuge for the poor and friendless of Trinity Parish. The creation of Social Security changed the population's needs, and the homes were sold. Today's mission: aiding the elderly, needy, and others in the New Haven Community and Trinity Parish; providing aid to Trinity Church. Over the past 20 years, HB funding has increasingly been used for Trinity Church. The HB funds a ½ time priest who serves the elderly, as well as providing funds for interfaith caregivers, the church's Sunday morning conference call technology, the Wednesday club, children attending choir camp, and an annual Spring luncheon.

Glen noted that the HB might have less money to give to Trinity in the coming year.

The group had a thoughtful discussion about the poor quality of the Sunday morning conference call technology. Glen noted that the HB has contributed to upgrades for the hearing devices, and might be willing to contribute to an upgrade in the conference call technology. Luk noted we urgently need to update our sound system.

Acolytes report (Chris Sigovitch). Acolytes are desperately needed. He gave a history of Carrie Hendrikson's successful organization efforts, which made it easier for Chris to take over. Training is well-established and can be done in an annual training session, 1-2 hours. Training can also happen more quickly, on a Sunday morning. Chris strives for 5 acolytes each week. He would like a more solid schedule, like the one for the ushers and readers. Suggestions for additional participants included graduating Boys Choir members, whose voices are breaking. They might want to continue participating in the services, while waiting for their voices to settle. Lay readers could also be tapped to help.

Bazaar Raffle Basket Report (Charlotte Rea). We earned between \$32,000 and \$33,000. We are waiting for some silent auction payments. The silent auction was low; but PayPal was up.

The Bazaar organizers want to help fund the completion of the windows and finish up the steps funding. Jenny Briggs worked very hard with Mary Ann Stroup.

The January 21, 2018 Annual General Meeting will include a celebration of 25 years of Holiday Bazaar. We will also have a recognition ceremony during the church service that morning, with the names of all the people who have contributed over the years.

Request to help with plate offerings accounting (Charlotte Rea).

The auditors would like someone to help count the collection plate money. The offering goes to Linda Beconsall (Business Manager) on Monday mornings. There needs to be a procedure. In the mean time Linda sends David Soper a PDF of the deposits sheet to compare with the Bank Statement. The Finance Committee and Vestry members volunteer to help.

Nominating Committee – This group will gather together on e-mail.

Stewardship Drive (Charles Kaywood). The script was included in the meeting packet. Each Vestry member will probably be making around 16 phone calls to members who have pledged in the past, but have not yet pledged for the coming year. We should not read or memorize the script. We don't have to talk about all the talking points. The names will be assigned to Vestry members before the December vestry meeting. Names will be emailed to vestry members.

Organ Repair Needs (Rachel Segger).

One of the blowers has 60-year-old bearings that are worn out. The blower itself needs adjusting.

One of the switches that moves air from the blower to the pipes needs to be rebuilt. The valves are leather, and that leather has grown brittle and leaky.

The leather concussion bellows are also wearing out. The leather is brittle and air is leaking through the pipes.

One of the keys is did, along with a pipe. Again, the leather valve needs to be replaced.

Costs were discussed in detail. David Soper said the work could be paid for by the Organ Fund. The repairs can be done before Christmas. Based on the detailed information presented at the meeting, a motion was made, seconded and approved that these repairs be made.

A detailed document will be included separately, for the record.

Administrative Operations

Treasurer's Report (David Soper) Audit update. We had no unresolved issues, just some recommendations. We are changing payroll procedures. One of the officers, or Luk will sign off on checks.

We will look at the cash collections to help Linda.

We have a new 5-year lease for the church offices. We are their primary revenue stream. The amount we will be paying will be more than what we have been paying; but will not change during the 5-year term.

Housing Allowance Resolutions for Clergy (Soper). The resolutions were unanimously approved.

New Staff Members – Biographies and job duties were included in the meeting packet. Charles Frey: Advancement Officer (Development and Communication, part time).

Kyle Picha: Database Manager (part time).

Closing Prayer: Patricia Thurston (for Barbara Casey, who needed to leave a bit early).

Bible Quote

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.