

TRINITY CHURCH PAWTUXET
Vestry Meeting Minutes: April 11, 2022
rev. May 16, 2022

Vestry members present: Margaret Thomas, Donna Blue-Tobin, Ann Walter, Wayne Barnes, Gail Anderson, Barbara Chartier, Dawn O'Hara, Maureen Mooney, Cynthia MacCausland

Members not present: Nancy Plumb

The meeting was called to order at 5:10 p.m.

Opening Prayer

Minutes

Ann addressed corrections to the meeting minutes of March 14, 2022 page two - misspelled word in the middle of the page (window frames and not window jams).

A motion was made to accept the minutes noted above, seconded and approved.

Correspondence

Margaret acknowledged a thank you letter received from Marilyn Place of the Church of the Transfiguration in Cranston thanking Trinity for several donations to the food closet (March Donations) and Happy Spring and Easter).

Also from Scott Avedisian a Thank you Card.

Senior and Junior Warden Reports

Transition Update:

We had our parish meeting April 3rd. Cathi Beattie is the Chair of the Profile Committee - gathered pictures of the boards from the Parish Meeting. She has requested members submit proposed profile answers (within the parameters). Everything will be submitted electronically - maybe a meeting April 19th either virtual or in person.

Treasurer's Report

Ann Walter presented the Treasurer's report: Profit & Loss Budget vs. Actual January through March 2022.

Highlights -

Fundraiser for St. Josephs Day received a surprise donation of \$50 - Total \$1.077 (Expense \$750) We made \$542!

In addition to that surprise donation - four other people gave donations instead of eating dinners, but we didn't track it so we can't issue receipts.

We have about \$1800 in unpaid pledges from last year but we did receive some additional funds.

Page 2 - Additional Donations to Memorial Funds.

Further down - Social Outreach offerings - Easter offerings are not included because they were not received in March (about \$1,000)

Under designated gift income - we received \$1,000 from Shirley Halverson's estate. Someone else also left \$50 in the offering plate towards snow removal!

Supply Clergy is over budget for unexpected need.

Under medical and dental insurance - We paid all three months - we will get a rebate and we will be under budget.

We are also under budget on Clergy Compensation. This will be less even though we are paying for supply clergy.

Page 3 - Personnel Expenses - we are reimbursing some people who are supplying food for the supply and search meetings.

We are keeping up with our diocesan apportionment.

Natural Gas expenses are higher because it is winter, but it will be lower in the warmer months.

Page 4 - Social Outreach Disbursements \$245 was leftover from people who wanted to buy holiday cards, but it was given after the holidays so we couldn't spend it at Christmas and Thanksgiving. We also spent \$25 for each departing vestry member towards the RI Food Bank.

IRS Catchups - not addressed at Annual Meeting in January. At the end of last year we still had 7 quarters from 2016 and 2017 we were still waiting to hear from the IRS as to whether we would be assessed penalties. One came in as a penalty from IRS 2017 Fourth Quarter (\$2,965.99). There are six additional quarters we could be penalized for, but there are about \$1,200 in rebates we could still get back.

A motion was made and seconded to accept the Treasurer's report.

Old Business

Margaret -

One of our AC Condensers has a leak and we are waiting on estimates. Temp Tech was here and we are waiting for that estimate and Margaret will get a second estimate.

Supply priests are settled to the end of June. It will be tricky in July and August.

Margaret has been doing home communions for people.

In May there will be a training with Cathi Beattie and Jeanne DiPretoro to also do home communions.

Congregation Or Chadash is almost all moved out. They are leaving some furniture and a fridge. They asked if they could not pay rent in April and Margaret said yes. They also indicated they will provide a gift to the church.

Margaret met with a realtor who will help to promote the space.

The Halverson Family Gift may be used in anyway (according to the family) Margaret consulted with Angela and Wayne for suggestions.

We have been working on website updates. There were a lot of updates - photos and a page on clergy transition.

Margaret needs to buy a new tripod for filming.

Folks come to us for assistance - we had a few weeks in a row of a lady coming and asking for help. Father Mitch gave a her a check. She came back and said she lost the check. She came back and met with Ann and we replaced the check. The next week she came back looking for rent assistance for her brother. We had also gave her some gift cards from food. Really we aren't supposed to write out checks to individual people from the Rector's Discretionary Fund. Margaret inquired for more details and found the brother's information. Margaret met with the social outreach committee thinking about guidelines and to assemble resources. Also spoke to Bruce Beattie about assembling emergency food bags. We have also set a limit to \$100 to a single person. We need to get more information from people to verify need etc. The woman hasn't been back since Margaret said no to her brother.

We will put a note in the bulletin and the newsletter reminding people they can still ask for help through Margaret. Margaret will also include a note about donating to the fund.

New Business

Active Threat Training

This training will be offered by the Diocese on Saturday, April 3rd at St. Mary's in Portsmouth, RI. It was suggested that the ushers may want to attend. This training is offered to all vestry members.

We will also look at locking the back door during services.

New England Stained Glass sent an estimate - Margaret still had questions, including as to the status of each window - a condition report. We will keep looking at it.

Parochial Report

Completed

Notes the number of people worshipping

Covid Safety Report

Addressing Racism

Ann worked with the money part and how income is accounted for and apportioned.

All of this is aggregated for the entire United States to look at trends.

Also asked about Payroll Protection Grants (not apportioned)

Bats! Our cleaner found a dead bat in our church! We don't know if he has siblings or friends.

Savings Bond - We received a savings bond made out to Trinity Episcopal Church. Margaret researched it. Not every bank will redeem them made to an institution. We need a resolution involving transactions involving treasurer securities. The resolution will allow Margaret to act on behalf of Trinity Church, it will be signed and notarized, it will be overnighted to the Treasury Department and be deposited in our church checking account.

The vestry passes a resolution for Margaret to act on behalf of the church to deposit the bond.

Liaison Reports

Ann sent a report to Nancy - Thank you for all of the donations and to the helpers!!

The Sunshine Committee is active and sending cards!

Wayne - getting ready for services

Mr. Karl put on an amazing Easter Egg Hunt!

Next month we can appoint a Jr. Warden.

Closing Lord's Prayer!

A motion was made and seconded to adjourn. 6:22PM

Next vestry meeting is scheduled for May 09, 2022