

## TRINITY CHURCH PAWTUXET

Vestry Meeting Minutes: May 09, 2022

Vestry members present: Margaret Thomas, Donna Blue-Tobin, Ann Walter, Wayne Barnes, Gail Anderson, Barbara Chartier, Dawn O'Hara, Maureen Mooney, Cynthia MacCausland, and Nancy Plumb. Also Cathie Beattie attended to help discuss the profile committee's work. Also, Nancy Dorsey attended.

Members not present:

The meeting was called to order at 5:00 p.m.

Opening Prayer

### **Minutes**

Margaret two corrections to the April Minutes Third page Jeanne DiPretoro - On the last page Liaison - "Ann sent a report to Nancy."

Ann - Page Two - Under the Social Outreach Disbursements - "it was given at funny times" Should be "after the holidays."

A motion was made to accept the April 11, 2022 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 (April Donations).

A letter from House of Hope Thank you for continued support, especially during the holidays and donation of Easter baskets and food.

A letter from DeJara and Phillip Law Office regarding Henry J. Dziadosz - advising that he intends to leave a financial account to Trinity for Church. Margaret will follow-up to identify the connection and see if we can say thank you.

### **Treasurer's Report**

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

Highlights -

We thought we would get \$500 for memorial flowers but we received \$885, plus we will receive funds at Christmas. Maybe we should budget higher next year.

For Memorials and Scholarship Funds - This encompasses through April 19th, including Easter and Don Raleigh. The names of the people who are remembered are included in the memorial book.

Our Personnel Expenses - We have spent more on Supply Clergy and less on Clergy Compensation.

On Page 3 we received an insurance bill for about \$300 higher than we had budgeted for and anticipated - there was cost increase.

We did receive a bill from the IRS for Payroll Taxes for the Fourth Quarter of 2017, however we also received a rebate for taxes that were properly paid. We still have some more quarters to go that have not been reviewed.

Nancy Dorsey - Question about some of the overages - are they timing issues? Ann - Yes haven't been able to be able to figure out each month each item is supposed to come for, except the obvious ones like Thanksgiving.

No further questions or comments.

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

### **Old Business**

Margaret -

Diocesan Trust Account Report - Scholarship Report balance \$54,000 (Can be used for many courses or camps or college readiness funds for adults or children connected to Trinity) - in the Memorial Fund we have \$541,000. In the Armburst Fund - it's about \$27,000 - we had traditionally used that fund for bricks and mortar type projects that need to be done. The Gorton Fund is held by the Diocese - We are only allowed to spend the interest on this fund. This fund has almost \$37,000.

### **Transition Update**

Margaret are there questions from others or for ourselves -

We are ahead of the timeline.

Wayne - The people who didn't come to the second meeting didn't feel like they had a chance to have their voices heard.

### **Senior and Junior Warden Reports**

#### **Margaret's Report -**

Maureen helped to compile a file for resources - food pantries- community resources etc.

We are waiting to hear back about a condition report for the stained glass. We have a quote to fix the one broken window for \$600. If it's anything much more than \$600 Margaret can come back to us. Ann said we have a annual budget for \$2750 for these repairs that we have not used.

The realtor Jeff St. Germaine will put one of his signs in the window of the vacant space.

The HVAC. The smaller condenser on the roof has a leak. The condensers are about 25 years old. We have a proposal from TempTech to put everything back the way it is now. It is \$18,000. Restivos and Atlantic also came and tomorrow Superior Comfort is coming tomorrow.

Supply Priests - Margaret found more of them. One in CT. He will come! He has dates in July. A woman PT in Church of the Ascension. She can give us one Sunday. We currently only have three open dates. Canon Dina also gave us some names!

When Canon Dena was here Henry Brown said he couldn't hear. Also, some other people can't hear well that have hearing aids. There is a grant for funds for systems that can help -

A couple of Sundays Bob Floodman showed Margaret the wall with all of the plastic. Margaret had an idea to just fix the interior, rather than waiting until we could possibly locate where the water is coming in - that could take forever! Margaret will get a quote to paint and repair the exterior trim.

Donna mentioned the nursery window and a few others - we need to find someone else to do that work - Bristol Painting doesn't do that.

Donna suggested Renewal by Anderson for the windows on the administration building. The windows are original from the 1950s!

### **Active Threat Training**

Margaret went - it was really good and very interesting. The upshot is that if we were really serious about responding to a potential threat we would have to have properly trained ushers.

Nancy remembers a previous speaker who addressed this issue to the Vestry.

Margaret would assemble a team if this is something that we want to pursue.

We can revisit this topic.

### **New Business**

**Approval of the Profile** - If we approve this tonight this along with other documents regarding compensation will be posted on the transition website. Ann moves to approve as written - the current link includes recommendations as made by Canon Dena. The full vestry votes to approve!!!

**Junior Warden** - Wayne was interested but ultimately decided he could not as well as several other members of the vestry who would not be able to. So Margaret approached Bruce Beattie!! He will fill Don's shoes on the search team, in the men's group - the term is until the end of the year. Motion to Appoint Bruce Beattie as Junior Warden moved and approved!!!

### **Liaison Reports -**

**Fundraising - Nancy Plumb** - Pancake Breakfast on Gaspee Days. Nancy will coordinate details about ordering supplies and signing and banners. Saturday June 11. We will also be doing the service. No Clergy. The service is at 8AM.

**Church School - Dawn O'Hara** June 5 End of Year Picnic. Also, looking at restarting Pennies For the People.

**Social Outreach - Maureen** – Mary Beth at Transfiguration Food Bank looking for socks for a Homeless Memorial Service for homeless people that have passed away. Maureen will also follow-up about Project UnderCover.

### **Clergy Compensation -**

We also have to post salary information when we post the profile. Margaret has been working with Ann and Canon Dena to prepare some initial information. Margaret prepared a “cheat sheet.”

We need to come up with a range starting as a minimum total compensation what we were paying Father Mitch.

Budgeting for the minimum of the range we have a deficit of \$4,700 per year in our budget.

If we wanted to we could draw from the endowment to contribute to the salary. Several other local churches do this. We could take the dividends plus a percentage if we wanted to. We currently have \$541,000. We also have reserves in our check book.

Ann - Our checking account has about \$110,000 About \$52,000 is from Memorial Fund past drawdowns and \$40,000 is a cushion and then the balance that goes in and out. We also have a separate account for grocery cards.

Ann wants us to focus on what we can afford with the operating budget when we get a new rector. The answer is about \$50,000. Because when we budgeted \$54,000 we were short about \$4,700. That’s what we can afford without making any other adjustments.

We could offer \$50,000 without going into any other accounts. We need to think about what the upper end of the range would be and what choices we are willing and able to make.

Really three-quarters time is above our budget.

Margaret - Probably our range for total compensation is between \$55,000 - \$65,000.

Margaret - There is a bit of an investment that needs to be made.

We need to also think about the limitations of 20 hours of work.

Nancy Dorsey is also pointing out the work of the lay people that helps the church run. But also points out that we don’t want the lay people to burn out. Including Stewardship, the Office, including correspondence. We want to think about the priest taking some ownership about contact between people contacting the church and the church itself.

Nancy - Think about the experience level of the priest versus how long they may be here - in terms of the investment in the church overall. Motion for Total Compensation Range from \$53,000 - \$66,000 for a half-time position. Made, Seconded and Approved!!

Margaret - Another form with references that we need to complete. Asking for a local community leader with a relationship with the parish. She will contact the Director of the Food Pantry - Mary-Beth O’Dell.

Closing Lord’s Prayer!

A motion was made and seconded to adjourn. 7:02PM  
Next vestry meeting is scheduled for June 13, 2022