

## TRINITY CHURCH PAWTUXET

### Vestry Meeting Minutes – March 14, 2023

Vestry members present: Margaret Thomas, Donna Blue Tobin, Ann Walter, Wayne Barnes, Barbara Chartier, Maureen Mooney, Nancy Plumb, Dawn O’Hara, Jeff Weaver, Rob Duncanson, Mother Tanya

Absent: Gail Anderson

The meeting was called to order at 5:15 p.m. The meeting was held via Zoom due to weather conditions.

Nancy Plumb led the opening prayer.

#### **February Minutes**

There were no corrections to the February minutes. A motion was made by Ann Walter to accept the minutes, seconded by Barbara Chartier. All were in favor.

#### **Correspondence**

##### Incoming:

Margaret Thomas reported on recent correspondence received from Mary Beth O’Dell regarding Trinity’s February donations to the Food Closet housed at the Church of the Transfiguration. It was stated that in the month of December that 92 pounds of food was donated and in February 69 pounds was donated. Also acknowledged were the afghans donated by Trinity which were made by Barbara Chartier’s mother Mary. The letter from the Thrift Shop at Transfiguration mentioned how beautiful and useful the afghans are, especially now the with the high cost of heating. The Thrift Shop recently opened and offers clothing and other items inexpensively to those who shop there. It serves a great need in the community as well as the food closet.

##### Outgoing:

Margaret Thomas reported that the returned savings bond (previously discussed at a recent vestry meeting) has not yet been cashed. This is due to government regulations that an entity cannot cash bonds. The savings bond was sent back to the original owner who will find out if he is able to cash the bond. If so, Trinity will receive the proceeds.

#### **Reports**

##### **Priest in Charge**

##### Church organist

Mother Tanya spoke of the wonderful reception on March 5<sup>th</sup> for the celebration of organist David Kennedy’s retirement. She expressed her gratitude for all who assisted especially Barbara Chartier and Maureen Mooney for organizing the event.

Mother Tanya mentioned that David may be available in the future and will be the organist for Trinity’s Good Friday service.

Mother Tanya reported that Trinity will be utilizing supply organists through the summer. She indicated that Margaret wrote the job description which will be reviewed and finalized. The position will be posted soon.

### **Adult faith formation**

Mother Tanya mentioned that Cathi Beattie has been posting photos on Trinity's Facebook page.

Mother Tanya indicated that the ancient prayer technique known as Lectio Divina, a simple natural rhythm of reading and reflection will continue through Lent.

Mother Tanya reported that Living Stones was held on March 12 and will be held again in April.

### **April Vestry meeting**

Mother Tanya mentioned that she will be taking the week after Easter off as she will have worked additional hours during Lent and Holy Week. Additionally, due to several time conflicts the next vestry meeting is scheduled for April 4<sup>th</sup>.

As part of a general discussion that followed, Mother Tanya mentioned her concern that the 20 hours allotted for her position was insufficient for all that needs to be done in her role as Priest in charge. She indicated she has no solution for this issue but wanted to inform the Vestry that 20 hours is not enough time to accomplish all that is needed.

Margaret Thomas indicated that this issue will be a topic at the next Finance Committee meeting in May.

### **Treasurer's Report**

Ann Walter presented the Budget vs. Actual report from January through February 2023 with emphasis on several key items.

Pledges: The total pledge amount through February is \$2,481 less than the budget amount; 13 out of 63 pledgers have not yet made a payment. These parishioners may be out of town

Non-pledge offerings increased by \$5,740. Other encouraging news includes a parishioner who made a one-time gift of \$2,365 and a new family contributed 4 checks for a total of \$2,400.

Income also includes prior year pledge payments of \$1,710 and two months of the prior year surplus of \$2,666.67.

On the expense side, Ann noted that preparing seven Forms 1099 for the supply clergy increased the cost of payroll service. She indicated that Margaret will be looking into other payroll services,

Other items with higher costs include the Diocesan apportionment which adds any off amount to the January payment, annual Worker's Compensation Insurance in January, the cost of natural gas in the winter months, and checks for the Rector's Discretionary Fund. Repair and maintenance include the Sanctuary painting in January and the sump pump repair in February.

The cost of childcare was higher in January due to the Annual meeting. Mother Tanya and others agreed that was a worthwhile additional cost.

At the end of the budget discussion, Mother Tanya asked Ann Walter if she would be willing to make an announcement during church services mentioning autopay. She indicated automatic payments are helpful to the church for planning purposes. Ann agreed to announce this.

Mother Tanya indicated that during the summer, attendance can often be less due to vacations, and it would be helpful for the Church to plan better with pledgers using autopay. Ann reported that 13 of our 63 pledgers use autopay already.

A motion was made to accept the Treasurer's report by Donna Tobin. Barbara Chartier seconded. All were in favor.

### **Senior Warden Report**

Margaret Thomas reported on the following items:

- Leak in ceiling in Women's bathroom, roofer was called.
- Pipes were leaking in men's room (in Parish Hall). The plumber came on Thursday morning.
- Small repairs may be needed to stained glass but it is nothing major. Margaret will report on the windows upon completion.
- Issue with the storeroom door, it won't close and the door is not standard size. The plan is to replace with a wooden door, as the fire code does require the door to be metal. An architect was consulted who indicated it will be fine to have a wooden door instead of metal. A positive is that the door can be cut to size and will be in compliance.

Other items mentioned included:

- There is a new AA group meeting on Friday. We have AA groups on Monday and Thursday as well.
- Lori Istok will be leading a Music Together program.
- Tony DeMarinis will coordinate the sprinklers for any outdoor music programs.
- Elevator instructions have been posted on the door
- Margaret has been organizing the office
- Margaret mentioned she is taking a class to maintain her diocesan lay worship leader license. This is helpful in the absence of a priest.
- There was a recent issue with the men's bathroom in the Parish Hall. Both Margaret and Rob intervened and cleaned it up (separately). Mother Tanya was not in support of either of them handling this but mention her gratitude for their efforts. She stressed that it can be unsafe with some cleaning issues and that it is important to have professional cleaning help.

There was a discussion among the Vestry on the current cleaner (very part-time) and the usage by the groups who utilize the bathrooms. A suggestion was to verify and review the hours of the current cleaner to ensure the bathroom is cleaned when needed.

### **Junior Warden Report**

Rob Duncanson reported that he has been working on the signage on Ocean Avenue. He explained that the traffic is coming up the hill in the wrong direction. He has contacted the Cranston Police Department about signage limiting traffic coming up the hill on Sundays between 7 a.m. and 1 p.m. Rob has been in touch with Steve Mulcahy, who is making the new sign. It should be ready in a couple of weeks.

Rob reported he is in the process of obtaining estimates for lawn maintenance costs. This would include dethatching, fertilizing, trimming and fall cleanup. He asked if others felt spring clean up was needed. It was decided it was not.

Rob hopes to receive estimates next week.

It was mentioned that Nancy Dorsey and Margaret Thomas were working on handicapped signage. Ann Walter indicated there is money in the budget for lawn care in the amount of \$1500.

### **New Business**

#### **Parochial Report**

Mother Tanya reported that the Parochial Report will be submitted to the Diocese and National Church. Margaret Thomas worked on this report with her.

### **Liaison Reports**

#### **Fund Raising Committee**

Nancy Plumb spoke about the recent Shrove Supper and thanked everyone who assisted. She was grateful to have the community involved and reported there was an article and photos in the Cranston Herald.

Nancy proposed that a larger event be planned to raise more money. She suggested several actions including expanding the fundraising committee, followed up with standing meetings. She will put an article in the newsletter to let parishioners know. The first meeting will be to brainstorm ideas as a committee. The meeting date was set for April 26th. Probably 6:30 or 7:00 p.m. until 8:30 p.m. She will ask Nancy Dorsey to assist with this committee.

#### **Social Outreach Committee**

A planning meeting will take place on Thursday, March 23 at 10:30 a.m. in the Bay Room. Let Sue Hinckley know if you are interested in discussing the upcoming SOC projects. (suehboats@verizon.net)

### **Old Business**

#### **Discernment-Book Study**

Mother Tanya suggested a book study as part of the Discernment process for the coming year.

She would like Vestry members to read the book **Listening Hearts (Discerning Call in Community)** by Suzanne Farnham. There are 9 chapters and from April to December it will be used as a guide for the vestry for the rest of the year.

Mother Tanya will order the books. The cost of the book is approximately \$23.00

**For the next meeting, April 4<sup>th</sup>. Barbara Chartier will present the opening and closing prayers.**

Nancy Plumb led the vestry with the closing prayer.

A motion to adjourn was made at 6:40 p.m.