

Trinity Church Pawtuxet  
Vestry Meeting May 14, 2024  
Minutes

**In Attendance:**

Mother Susan Wrathall

Class of 2024: Wayne Barnes, Dawn O’Hara, Margaret Thomas-Senior Warden,

Class of 2025: Rob Duncanson- Junior Warden, Ann Walter-Treasurer, Bill Caldwell,  
Donna Tobin,

Class of 2026: Carol Deming, Ginny Simms- Secretary/Clerk

Absent: Gail Anderson, Kevin Cliff

Meeting was opened with prayer given by Dawn.

April minutes were reviewed and accepted. Motion made by Ann, seconded by Bill, unanimously approved.

Ginny read a thank-you note that the vestry received regarding Trinity’s contribution to the food pantry- over 212 pounds of food, health and beauty products. Food pantry also thanked vestry for the contribution in honor of Maureen Moore’s service to vestry.

**Reports**

**Priest-in-Charge:** Mother Susan reported that the Adult Formation group that met on Thursday morning to study the parables, wants to continue. There will be a continuation on Thursday mornings 9-10am to discuss the upcoming Sunday’s Gospel reading. No preparation required for the class. As Adult Formation is defined as the formation of Christians through worship, education, service and fellowship, she wants to survey the congregation about their thoughts of education and worship and fellowship. On June 9th, she will offer a shorter homily and then the congregation at both services will have the opportunity to complete the survey. For those who cannot attend, the prior newsletter for that week will have a copy of the survey and explain what will happen the upcoming Sunday.

Mother Susan shared her views about the rector’s discretionary fund. While it is not being actively used right now, she wants to leave a healthy fund for the new rector. Currently the plate offerings (cash) at the 8am service go into the fund. The 10 am service occasionally will have a plate offering to the fund or parishioners will “memo” RDF. Mother Susan suggested that we might want to consider changing the collection schedule to one Sunday/month at both services. Mother Susan suggested that we explain this practice in the bulletin every time we collect. Margaret read a description of the practice from the Diocese and having a regular schedule (such as 1/month) is common. It was suggested that the Finance Committee (their next meeting may 31) take a look at the revenue from either offerings and offer a decision at the June vestry

meeting. It was also suggested that the procedure for checks that have been written for the RDF be reviewed so that it is reported correctly for the giver and that the checks are timely posted.

Mother Susan reported that the Education for Ministry open house at St. Mark's went well. Four new prospects to the program.

The Gaspee Service will be held Tuesday, June 4th @ 6pm at the church with a reception (by the Gaspee committee) to follow. There will be lots of singing: children from St. Peter's; West Bay Chorale, our choir. This is another opportunity for Trinity to be welcoming to the community.

This current liturgy ends Sunday (May 19- Pentecost). Will be entering Ordinary Time with different eucharist prayers and responses. Mother Susan again reiterated if there are any questions from the parish regarding the service, to come to her.

**Treasurer:** Ann Water presented the monthly treasurer's report. (See attached). This month, Trinity is in the black with net operating account. There has been some non-operating expenses such as down payment to Karpet Clinic, locksmith and upgraded fire boxes. Those expenses have been off-set by either fundraising or monies from dioceses. Talked about the scholarship money that is in the investments/endowments. Will be "advertising" the availability of the funds in the next couple of months. Some of these funds are unrestricted for any "education": camps, seminars, adult education, etc. Motion to accept report made by Donna, seconded by Rob and unanimously accepted.

**Senior Warden:** Margaret Thomas reported on the following:

- 1) Parish meeting with Canon Dena- went well. Profile team is putting those responses together.
- 2) Yearly inspection for back flow of sewage was completed.
- 3) HVAC yearly inspection completed.
- 4) New floor has been ordered for administration wing and Bay Room.
- 5) Finance Meeting (May 31). Plan to discuss the job posting for new rector: salary range and compensation
- 6) Roofer (who put on the current roof) is coming to evaluate the roof by the back entrance. Not sure if a roof or gutter problem.
- 7) Property committee is to look into the rubber roof over back area of administration wing. May need a new roof.

**Junior Warden:** Rob Duncanson reported on the following:

- 1) Church clean-up day (May 11) was a success. Sanctuary was cleaned and various rooms and items got sorted out. Rob is planning to recycle the old electronics.
- 2) Wheelchair ramp received fresh cement.
- 3) Looking into lead pipe replacement. Providence water has a program that replaces the lead service line for the private side - from the street to the connection at the property.

**New Business:**

- 1) Donna reported that the profile committee is meeting. Good working group led by Cathi Beattie. Currently they each are working on questions for the profile format.
- 2) Dawn reported that on June 9 there will be the end of school celebration with Mr. Carl after the 10 am service. Food and entertainment will be provided. Dawn is helping oversee the event.

**Old Business:**

- 1) Carol reported that Lemon Grass was successful. Great fellowship opportunity. 60 tickets were sold. Raffle went well. Total amount of monies raised has not been determined yet.
- 2) The block party was discussed. It was decided that due to numerous events already scheduled with the parish, that it would be best to host a party for the community/neighbors sometime in the future when the new rector arrives. Currently, there are a couple of “neighbor” events: Gaspee service in June and choir concert in Sept (with another possible service in October) that will be an opportunity for the community.

Closing Prayer given by Ginny.

Motion to adjourn, seconded and unanimously agreed @ 6:45 pm.

**Next Regular Vestry Meeting: June 11, 2024 @ 5:30 pm.**

