

Trinity Church Pawtuxet
Vestry Meeting August 13, 2024
Minutes

In Attendance:

Mother Susan Wrathall

Class of 2024: Dawn O'Hara, Margaret Thomas-Senior Warden,

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

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

Absent: Gail Anderson, Wayne Barnes, Donna Tobin

Meeting opened (5:26pm) in prayer by Ginny Simms.

Minutes: Motion to approve June minutes by Carol, seconded by Rob, 8 votes for approval and 1 abstention. (Ann)

Correspondence: Ginny read 2 thank you notes received- both from the Food Pantry. They received 49.6 pound of grocery donations in May from us and 35.8 pounds in June in addition to some beauty and health products.

Margaret announced that Barbara Chartier and Nancy Plumb have begun sending welcome notes and seed packets to new home owners in the area (from addresses noted in the recent real estate sales)

Reports:

Priest-In-Charge: Mother Susan asked about the Rector's Discretionary Fund (RDF). Margaret explained that it will be on the October agenda for the Finance committee at which time a process for funds will be determined for the 2025 calendar year. In the meantime, an explanation in the e-news will be placed regarding when the RDF is collected (cash offering of the 8am service and checks made out to Trinity Episcopal Church, memo: RDF at all other times).

Mother Susan reminded Vestry to start thinking about stewardship and the formation of a Stewardship Team, in September. Mother Susan will ask the past chair if she will continue for this year. We need to start thinking of people who could be on the team.

She also brought up the idea of a ministry fair. At this point no decision was made but to think about the opportunity.

Church-wide Survey: Mother Susan discussed the church-wide survey. The survey did provide some valuable feedback: need to look further into the coffee hour times, how to make it more accessible for church attendees, need to have a coffee hour team with a definite schedule. Also, exploring ways to offer other spiritual formation classes in addition to the classes/meetings

already provided. The survey responses indicated the desire for fellowship and community gatherings.

Treasurer: Ann presented the current budget. She shared some of the difficulties that the Realm program presents but that she is working with Dioceses resources to fix. Mostly she is pleased with the ease in using the program (unlike the prior program). At this point in time, Trinity is in the black by “\$5,794” without having to use the pre-approved memorial fund for any shortfalls.

Motion: Motion to approve the report as presented (Rob), seconded (Bill) and unanimously approved.

Senior Warden:

Transition: Margaret reported that the search committee is working hard. They are reviewing applications and interviewing prospective candidates. They anticipate another month or so of this process.

Stained glass: Property committee received a memorial donation to cover the restoration of the windows. They have vetted numerous companies and have chosen a local, very reasonable craftsman for the job. He had previously worked on the windows and is familiar with them.

Motion: Motion made (Carol) to approve the repair and restoration of the sanctuary stained windows by Christopher Foster Stained Glass, using the \$15,000 memorial gift from Kelly Elderkin in memory of her husband Don, seconded (Rob), passed unanimously.

Follow-up on projects:

- Rubber roof over the women’s bathroom and back portion of Administration wing has been completed.
- New air-conditioner units installed in the Bay Room. The old a/c unit has been moved to another room (counting room).
- The new flooring for the Bay Room and Administration hallway has been installed. A collection has been started for monies to purchase a new couch and chairs for the Bay Room.
- Security Cameras: Still gathering information about the best type and cost for cameras. Interestingly, Margaret has noted that since the locks have been changed and limited keys have been distributed, she has not received any texts or calls regarding doors being unlocked.

Bats: The wildlife management company has been called and has taken care of our bat problem. Trinity has a yearly contract with the company.

Talent Show/Dinner- Sunday, Sept. 15, 2024. Music director Mike Kelly is organizing this community event. Free will offering. Still need help with dinner.

Motion: Motion made that the proceeds from the freewill donation from the talent show be given to the Music Department (Margaret), seconded (Dawn) and unanimously approved.

Building Envelope Engineer: Margaret met with the engineer who gave us an overall proposal regarding our building. First thing is that he recommends we repair the gutters. The overall proposal consists of his assessment of the building, his recommendations, managing the bidding process and then being the general contractor/management of the various construction tasks. The cost for that \$47,000. Margaret plans to meet with him again and see if he can provide the assessment (a master plan) and the criteria for each bid item at a lesser amount.

KUDOS: Margaret gave a shout-out to Donna Tobin for her time, talent and dedication to the Bay Room- cleaning, moving furniture, new curtains and fixing the windows and molding so that the new A/C units are aesthetically pleasing. Margaret also gave a shout-out to Bill Caldwell for his dedication to not only the financial matters (counting, committee, audit) but also in the weekly mowing of the church lawn.

Junior Warden: Rob reiterated Margaret's shout-outs. In addition he recognized Kevin for helping (at a moment's notice) in the moving of furniture in the preparation for the new flooring.

Rob reported that the items from the Bay Room remodel (bookcase, couches, rug) will be removed soon.

New Business: Ginny suggested that there might be a master calendar (programs, yearly events, etc) for the purpose of planning. Margaret said there is a master calendar of church use on the website.

Meeting closed with the corporate saying of The Lord's Prayer.
Motion to adjourn @ 6:36pm (Rob), seconded (Kevin). Unanimous.

Next Regular Vestry Meeting: September 10, 2024

