

Trinity Church Pawtuxet  
Vestry Meeting  
December 10, 2024  
Minutes

**In Attendance:**

Mother Susan Wrathall

Class of 2024: 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, Dawn O'Hara, Donna Tobin

Meeting opened in prayer by Mother Susan.

Motion to approve November minutes per amendment-page 2, last paragraph of Treasurer's report- change "budget" to "Treasurer's" (Margaret) seconded (Rob), unanimously approved.

Ginny shared a letter from The Episcopal Diocese of Rhode Island thanking Trinity for sending slate tiles to Saint George's Church, Pawtucket. The tiles were ones found during our clean up and will help in the restoring of the building. Thank-you note posted on hallway bulletin board.

**Reports:**

***Priest-In-Charge:*** Mother Susan reported that the plans for Christmas week and Epiphany services are well underway. The plans for the Epiphany pageant with Mr. Carl and the children are also going along smoothly.

Jeannette Hogan has helped in tidying and cleaning the Christian Education room.

The Thursday Adult "Bold to Say" Lord's Prayer classes (AM and PM) went well, with an average of 20 attendees each week.

***Treasurer:*** Ann reported that the vestry needs to vote on the housing allowance for Mother Susan for 2025. Ann read the following motion, so moved (Rob), seconded (Margaret) and unanimously passed.

**Motion:** RESOLVED, that whereas The Rev. Susan L Wrathall is employed as a minister of the Gospel by Trinity Church Corp, Cranston, Rhode Island, which does not provide a residence for her: and

FURTHER RESOLVED that the Vestry has moved, seconded, and passed that the Parish of Trinity Church Corp, Cranston designates that of the total cash compensation of

\$49,589 estimated to be paid to The Rev. Susan L. Wrathall during the period of January 1, 2025 through December 31, 2025 that \$35,000 thereof is hereby designated as a housing allowance within the meaning of that term as used in Section 107 of the Internal Revenue Code of 1986, as amended.

Ann noted that under 60910 (Non-Operating Revenue, Additions to Memorial Fund) the amount should be corrected to \$550.00. The reported figure of \$3,194.00 contains monies from liturgical supplies (altar front) and Bay Room renovations and those items are designated gifts and shouldn't be in this category.

Trinity has a surplus of \$8,386 at present. Ann reports that there might be a surplus year end. The pledges for next year are still coming in.

The money for the wreath sale is still coming in. The total amount should be known by next month.

Motion to accept Treasurer's report (Carol), second (Kevin) and unanimously approved.

**Senior Warden:** Margaret reported:

Finance committee has again met and gone over the budget. They are still awaiting final pledges. Will meet again early January. Forecasting that 2025 will have a balanced budget.

Nominating Committee (Bill, Gail, Dawn Margaret, Mother Susan) has proposed a slate of candidates for the January 2025 meeting:

Vestry positions: Vickie Ancona, Alyson Aharonian, Frank Castellone.

Senior Warden: Rob Duncanson.

Junior Warden: At the February Vestry meeting a Junior Warden will be appointed.

The convention delegates: (the next) Senior Warden (Rob), Treasurer (Ann), Alternate (Margaret)

Property news: Light in the church was repaired by electrician (free of charge); the rubbish removal company gave Trinity a free pick up due to their error of not locking the dumpster after a pick-up; main front and handicap door have lights that remain on during the night (sun sensor); the other doors have motion sensors.

The building survey is still being reviewed. A church member who is an architect reviewed the proposal. With his recommendations, the proposing contractor reduced his survey bill to \$6,000 (if we use him). Margaret is also meeting with NorthEast Contractor who has been recommended by St. Stephens church (similar type stone building).

All this preparation is to have a master plan (5-10 years) on how to best address the maintenance and repair of the building. Notably to have the gutters checked, possibly gutter guard covering

or a yearly maintenance cleaning. There was another incident of water leaking in the women's bathroom. The new roof was intact but the gutters were clogged.

A church credit card through Citizens bank is in process. Citizen needs two years of financial statements which will be sent to them. The credit limit for the card will be relatively low.

Margaret received 2 quotes on vent/duct cleaning. Servpro \$2,350.00 and Stanley Steamer \$3,000.00.

**Motion:** To contract with ServPro for vent/duct cleaning, not to exceed \$2,500.00. Moved (Rob), seconded (Kevin), unanimously approved.

**Junior Warden:** Rob reported that the junk removal company came and removed 2 full dumpsters.

Rob reported that we have a snow removal company for 2024/2025: Salem Landscaping. The gentleman is very reasonable(\$90-\$225 dependent upon snow depth, other companies wanted a minimum of \$400) comes highly recommended and will prioritize Trinity if there is a snow storm Friday/Saturday so that the walks will be shoveled and salted before Sunday 8am service.

#### **New Business:**

Epiphany pageant- Nancy Plumb and Barbara Chartier are organizing the potluck after the pageant.

Mother Susan and Margaret noted that Scott Avedisian had recommended a Federal grant program that provide monies for security for places of worship. If the church pursues security cameras for the doors, this might be a resource.

#### **Old Business:**

Mother Susan met with Southern Collaborative of Perspectives Corporation. The group is interested in leasing space. A letter of agreement has not been drawn up but plans are for 2025.

The meeting was ended in prayer (Ginny).

**Next Regular Vestry Meeting: January 14, 2025 @ 5:30pm**



