

Trinity Church Pawtuxet
Vestry Meeting
February 10, 2025
Minutes

In Attendance:

Mother Susan Wrathall

Class of 2025: Shannon Horridge- Junior Warden, Ann Walter-Treasurer, Donna Tobin

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

Class of 2027: Rob Duncanson- Senior Warden, Frank Castellone, Vickie Ancona, Alyson Aharonian

Absent: Bill Caldwell, Kevin Cliff

Meeting opened with prayer by Mother Susan.

Vestry members introduced themselves and welcomed the new members. Mother Susan gave an overview explanation of the vestry. Its main purpose is to oversee the working of the church- property, finances (fiduciary responsibility), and ministries. She also explained that over the next year to eighteen months, she would like the vestry to begin strategic planning for the future.

The minutes were presented (sent ahead to review). Motion to accept minutes as presented (Donna) and seconded (Carol) and unanimously agreed.

Ginny noted that there was no correspondence this month.

Reports:

Priest-In-Charge: Mother Susan reported that Trinity will be working with a Deacon Postulate, Tom Hobin- (to be a vocational Diaconate)- from March 2- June 1. Tom's duties will include assisting in both services on Sunday, helping with liturgical duties, preaching occasionally and helping with formation activity. Tom is a physical therapist, working on Block Island (Tuesday-Friday). He will be available to assist at the church during Holy Week. While Tom is here, he will be working with a small group (Cathi Beattie, Ginny Simms, Mother Susan and one other) to help him articulate his call when interviewing with the Commission of Ministry in June. His position at Trinity is not paid but part of his "practicum".

- Shrove Tuesday- due to scheduling of activities at the church, no pancake gathering. This year the burning of last year's palms will be held after each service (8am and 10am) on March 2, outside in a fire pit (donated by Angela and Richard Butler). Mother Susan will grind the ashes to be used for Ash Wednesday.
- Ash Wednesday- Mother Susan is adding an early service this year. Ash Wednesday services will be 7 am, Noon, 7 pm.
- Lent Program- This year's Lent program will be held on Sunday evenings- 6pm-8pm. Light supper (soup and salad) and then an exploration of *Unanswered Prayer*- video series by Peter Greig (British pastor/author). Program: gather for a meal, watch the video and join in discussion. Child care will be provided.
- AGO Organ Recital and Reception: Trinity is hosting the AGO organ recital which corresponds to the 25th anniversary of the rededication of the church organ. The program will feature the organ along with other instruments and vocals. The musical program follows the liturgical year. AGO is promoting and marketing the event. All the churches in the Diocese are invited. Trinity will hang a banner sign at corner of Ocean and Broad as well as

hang a banner from PVA posts at intersection of Post Road and Narragansett Parkway. Trinity needs to provide a reception (possibly 100 people). Mother Susan is looking for helpers from the vestry.

- **Flags:** Mother Susan explained that she has been approached by a parishioner concerned over the Israeli flag being displayed. The parishioner suggested that it be switched out for another country flag. The vestry discussed the issue recognizing that the flags are a part of the ethos of Trinity, they are memorial and thanksgiving gifts and what makes our interior space different. No decision was made at this time.
- **Parochial Report:** The annual report to be sent to the Diocese is due March 1. Mother Susan, Ann Walter, Margaret Thomas will be completing. The completed report will then be sent to vestry members via email for approval. Mother Susan asked for input on the following questions:
 - *How is your parish reducing carbon footprint?* We answered-through recycling, motion sensor lights, programmable thermostats, in the process of replacing or repairing old windows.
 - *What is one program or initiative at your church that you feel best exemplifies your congregation?* Trinity is a community church and that is demonstrated through our participation in Gaspee Days Ecumenical services and Christmas in Pawtuxet. Our space is used by different community programs.
 - *What is one program or initiative at your church that represents your hope for the further of your congregation or the greater Episcopal Church?* Trinity is committed to building community- within its members and in the physical community. We do so by offering a variety of formation programs for all ages.

- **Election of Junior Warden:**

Motion: To appoint Shannon Horridge to serve out the one-year vacancy for Junior Warden since Rob Duncanson moved to the Senior Warden position. (Donna). Seconded (Ann) and unanimously approved.

Senior Warden: Rob reported that we are waiting for a quote from NorthEast Contractor on the cost of the replacement windows for the Bay Room. There is a possibility of a donor sponsoring these windows. If so, we may be able to replace more windows.

Perspectives Proposal: Perspectives did sign a lease with Trinity. They will be using the parish hall on Tuesdays and Thursdays starting March 4, 2025. The lease is for 6 months at which time either parties can decide if they want to continue. Perspectives is going through Safe Church training now.

The church cleaning needs to be reevaluated in light of the increase in usage of the space. Currently the cleaner is supposed to come weekly (one day/week) but some weeks cannot. In having Perspectives as a tenant, Trinity will need a consistent cleaner two days/week.

If the current cleaner is to be let go because he cannot work the extra hours needed for Perspectives contract, it was discussed to give him a parting gift, dependent upon finding new cleaners.

Motion: To gift \$150 to cleaner for his separation from employment at Trinity. (Carol) seconded (Shannon), unanimously granted.

Trinity has a quote from JaniKing cleaners- \$725/month for 2day/week. The rental monies from Perspectives will cover the cost of the increase in cleaning. In reviewing the JaniKing contract, there were some questions:

- Can Trinity have a 6 month trial or a month to month contract? [Rationale- if Perspectives no longer rents from our space, we cannot afford, nor need the amount of cleaning per contract.]

- What if Trinity is not happy with the service? The Vestry is concerned that the current JaniKing contract does not have an agreeable exit strategy.

It was decided to table the decision for the JaniKing contract and subsequent motion for the cleaner gift until the above questions are answered.

Junior Warden: No report at this time

Treasurer: Ann presented the Jan1-Jan 31, 2025 statement. Trinity is in the black. She noted the following:

Revenue:

- Line item #40545 Grocery Card Expense should say (\$3,062)
- Line item #61020 Gifts to Rector's Discretionary Fund. She explained \$350 of the \$476 came from Baptism and Funeral donations. The remainder \$126 came from loose change in the offering plate. Starting in 2025, loose change at 8am and 10am services on the first Sunday of the month go to the RDF.

Expenses:

- Line item #51421- Insurance. She reminded us that the figure shown \$4,611 is for the quarter while the budgeted is the monthly amount.
- Line item #51472 Natural Gas. The last bill that was paid was end of 2024. \$2,151
- Line item # 51473 Electricity. The last bill that was paid was end of 2024. \$213
- Line item # 71620. Trinity was able to assist a parishioner in need through the discretionary fund

Motion: To accept the report as presented (Donna), seconded (Shannon), unanimously agreed.

New Business:

Mother Susan reported that her laptop was able to be connected with the current copier. No more discussion of needing to purchase a new copier at present.

There was a discussion about assigning vestry members to various committees/ministries. In the past vestry members were assigned and were the liaison for that committee and the vestry. There hasn't been any assignments given in the last two years. Mother Susan will revisit the committees/ministries (using the annual parish report) as a guide and will discuss with the vestry in future meeting.

Adjournment: The meeting was adjourned by Mother Susan.

Respectfully submitted,
Ginny Simms

Next Regular Vestry Meeting: March 11, 2025 @ 5:30 pm.