

Trinity Church Pawtuxet
Vestry Meeting Minutes
March 11, 2025*

In Attendance:

Class of 2025: Shanon Horridge- Junior Warden, Ann Walter-Treasurer, Bill Caldwell, Donna Tobin

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

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

Absent: Mother Susan Wrathall

Meeting opened with silent prayer for Patrice Spalding.

Motion to accept the February 2025 minutes (sent ahead for review) by Donna, seconded (Carol) as amended: p. 3 under Treasurer's report, bullet 2: to change loose change to loose cash and correct the word go to goes. Unanimously passed.

Correspondence: Ginny shared a thank-you note from the Edgewood Food Pantry. Trinity donated 242.2 lbs. of food in addition to a \$100 check.

Reports

Priest-In-Charge: No report given as Mother Susan is away.

Senior Warden: Rob reported on the following:

- Sacristy area for heat/air conditioning needs replacement. The property committee is entertaining bids from CarJon, Coogan and Reagan companies.
- The new cleaners have started. Seems to be going well.
- The organ concert was a success. There were approximately 80 people in attendance. The slide show/presentation provided by Carol and Linda Deming was very well received. Carol noted that the DVDs of the rebuilding of the organ and the original rededication service is available to be borrowed.
- The current copier was updated so that it now can print wirelessly.
- The new tenant Perspectives started using our building March 4th. Seems to be going well.
- Citizens Bank church credit card is pending approval on the receipt of the year-end statement of financial position.
- There was a discussion about church childcare- namely during snow days when church is cancelled due to the City of Cranston's parking ban as well as for special events, e.g. Lenten series. It was determined that childcare would be provided for weekly church services and any special events, e.g. annual meeting or Lenten series. Also it was determined that there would be financial compensation for one snow day/ year as the Vestry is much appreciative of the dedication of the child caregivers. It was also noted that Trinity needed a written policy regarding child care. Shannon offered to do so.
 - **Motion:** Childcare would be provided for weekly worship services through a yearly agreement with the child care providers. There would be additional compensation for special events, e.g. annual meeting or special formation classes as well as allowing compensation for one snow day/year if church is cancelled. (Donna), seconded (Carol) unanimously passed.
- Window replacement: Six windows to be replaced: Bay Room, Educational Room and 1 downstairs. NorthEast quote for the replacement: \$38,880. The property committee

recommended that the monies for the project come from 1) Salisbury Scholarship Fund- \$20,000 and 2) Armbrust fund- \$18,880. The benefactor for the Salisbury fund was contacted about using funds for this project. Originally the Salisbury fund was set up for tuition expenses- for now defunct Trinity nursery school as well as college expenses or youth camps. As the fund hasn't been used much for those items, the benefactor agreed to \$20,000.00 for the windows- capital improvement to the educational rooms. The Armbrust fund was established for capital improvements.

- **Motion:** To use the funds from the Salisbury Scholarship Fund (\$20,000) and Armbrust Fund (\$18,800), not to exceed a total of \$40,0000 for the expense of replacing the six windows. (Shanon), seconded (Vickie) and unanimously agreed.

Junior Warden: Shannon is still assessing her new role. She did bring up the storage room and the items stored there of Mr. Carl's. It was determined that Mother Susan may need to talk with him to see if Trinity can help him donate the items.

Old Business: Ginny asked about the following:

- Last month, the motion (was passed) and contract for new cleaners was tabled waiting for clarification of the cancellation clause. The clarification occurred during the intervening month via email. The \$150 gift to the former cleaner was given. It was a mutual separation
- **Flag** issue needs to be discussed. Rob stated that there is some more information. It was recommended that the flag discussion be put on the **April agenda**.
- **Diocese Report.** Vestry needs to see/review the report. It was already turned in and received by the Diocese. This year the Diocese had an early deadline which didn't correspond to the Vestry's regular scheduled meetings. It was recommended that the diocese report be put on the **April agenda**.

Treasurer: Ann presented the Vestry Budget to Actual February 2025.

- She corrected #40545 Grocery card expenses (neg. Income) should read: \$4,392.
- The total revenue should read: \$29,918.
- The comparison of February income to expense on the bottom of page 2 is correct. Trinity's monthly net is (\$2,661).
- She noted that this month there were some extra expenses:
 - line #51476 \$2,350 for duct cleaning;
 - line #51478 for yearly elevator inspection.
- Some expenses are below budgeted:
 - line #51479 building cleaning- amount was offset by funeral \$100 for sexton.
 - #51481- trash expense is based on weight.
- The gift for the former cleaner \$150.00 is under the line #51470 Misc. expenses.

Motion: Motion to accept report (Carol), seconded (Shanon) unanimously passed.

Liaison Committees: Vestry members volunteered for the following committees:

Adult Formation: Vickie; **Childcare/Sunday School:** Alyson; **Choir:** Ginny

Communications: Donna; **Community Outreach:** Carol; **Liturgical:** Kevin; **Outreach:** Rob
Ushers: Bill

Adjournment: Motion to adjourn (Carol), seconded (Shanon) unanimously agreed

Respectfully Submitted,
Ginny Simms

Next Regular Vestry Meeting: April 8, 2025

*Corrections were made per motion to accept minutes at 4/8/25 mtg

