

Trinity Church Pawtuxet
Vestry Meeting
April 8, 2025
Minutes* (Corrected per 5.13.25 meeting)

In Attendance:

Mother Susan Wrathall

Class of 2025: Ann Walter-Treasurer, 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: Shanon Horridge, Bill Caldwell

Meeting opened with prayer by Mother Susan.

Minutes were accepted as corrected (motion-Carol, seconded- Rob):

- Shanon's name to be corrected wherever her name appeared.
- Under 6th bullet for Senior Warden's report to read- "receive statement of financial position" rather than balanced financial statements.
- Under Treasurer's report to remove any .00 in numerical amounts.

Correspondence: Trinity received thank-you note from Edgewood Food Pantry- Trinity donated 163.8 lbs of food in February. 2 letters will be saved: 1 from the Episcopal Charities explaining the \$1,000 grant Trinity received that will be used for our social outreach program to provide food cards for those who are food insecure. Second letter was a copy from Rev. Wrathall to the Bureau of Traffic Safety thanking them for the signage on Ocean Ave.

Reports:

Priest-In-Charge: Mother Susan reviewed the liaison committee assignments. At this point, all committees have assignments. The parochial report was distributed via email so all vestry members have a copy. All the arrangements for Holy Week are in place.

Trinity will have a 1st year Seminarian from Yale Divinity school joining us for the 2025/2026 school year. This will be her field placement starting in September 2025. She and Mother Susan along with her faculty advisor are working out the details of her responsibilities. She would be at Trinity on the weekends traveling from New Haven, CT to Providence. It is requested by the Bishop that the seminarian receive a stipend for her field placement. There is money in the Salisbury Fund for educational purposes.

Motion: To fund the Yale seminarian stipend of \$3,000 + mileage through the Salisbury Fund for the 2025/2026 academic year. (Ann), seconded (Vickie), unanimously passed.

Senior Warden: Rob reported on the following:

- Contract has been signed for the window replacement- 3 in the Bay Room and 3 in the Village space. Trinity has applied and waiting to hear if a grant from the Diocese of \$20,000

will be accepted which would be applied to the window repair. If it is, then the monies motioned (March 2025 minutes) from the Ambrust Fund will not be needed for this project.

- Traffic signage on Ocean Ave is up.
- Fire/Exit lights repaired by electrician (\$275) as opposed to Metro Fire which quoted as \$2,700. Metro Fire has been sold to another company. Property committee will be looking at other options going forward.
- Letter of agreement has been signed for the rental of the meeting room space off the kitchen for the Gaspee Committee to store items.
- The side exit door off the Parish hall has been resolved- It is now able to be used as another emergency exit.
- The church has received 2 requests for rental of the parish hall for baby showers (June and August.)
- The church received \$1,000 donation for the Memorial Garden. Nancy Dorsey and husband will be working on cleaning up garden, removal of some shrubs in preparation for an internment this summer. The donation also includes a new bench.
- Property committee received 2 quotes to fix the HVAC system in the sacristy. Both quotes were for \$18,000.

Motion: To use \$12,000 from Ambrust Fund and the balance up to \$7,000 from capital improvements for repair of HVAC system in sacristy in church. (Carol), seconded (Vickie), unanimously agreed.

Junior Warden: No report given as Shanon was absent.

Old Business: Mother Susan discussed the following:

- Copier is intermittently working. Some times it jams but according to the Canon repair person, jams will happen. Seeking quotes for either rental or purchasing of a new copier, as well as color or black and white.
- Vestry members received a list of tenants. Correction to the course for Perspectives: 11-3pm on Tuesday. Also added to the list was Living Stones meeting in the Educational Room on the 3rd Sunday of the month.
- The Vestry discussed the flags in the sanctuary. It was determined that at this time the current flags stay. They were chosen as memorial and thanksgiving gifts and all represent Trinity's spiritual or geographical history and tradition.
- Shanon* is working on a letter of agreement with babysitting services. The vestry is very pleased with our current arrangement and the dedication of the workers.

Treasurer: Ann reported that this month Trinity's actual operating expenses are \$190 more than operating revenue but the actual amounts are below the budgeted amount. We had expenses under building maintenance for duct cleaning which was not anticipated but we have not had any building repairs yet. Also we spent money on the safety inspection. We have saved some money on cleaning costs as funeral charges (per funeral home) include cleaning costs. Miscellaneous expenses, needs to be corrected to \$436.* \$331 needs to be removed from this category and put under Bay Room painting.

Motion to accept treasurers report as presented by Donna, seconded (Kevin), unanimously agreed.

Adjournment: Motion to adjourn by Mother Susan.

Respectfully Submitted,
Ginny Simms

Next Regular Vestry Meeting: May 13, 2025 @ 5:30 pm.