

Trinity Church Pawtuxet
Vestry Meeting
December 9, 2025
Minutes

In Attendance:

Mother Susan Wrathall

Class of 2025: 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, Vickie Ancona, Alyson Aharonian

Leave of Absence: Frank Castellone

Meeting opened with the reading from the BCP.

Minutes: The minutes were sent ahead and reviewed. The following corrections were made: The new Director of Music is Alan *Cotnoir*. In the Treasurer's report, line 7 to read- The monies from the October fundraiser "Father Misgivings" was not *deposited in October*. In the Treasurer's report line 10/11 to read- This is due to the 1st Sunday monies and donations that *weren't deposited in October*. Motion to accept minutes with the corrections (Carol) seconded (Bill) and unanimously approved.

Correspondence: Ginny shared the two notes of thanks that the vestry received: One from the Edgewood Food Pantry. Trinity gave 569 pounds of food to the pantry between 10/7 and 11/25. The need is very great and the pantry is very grateful for Trinity's donations. The second card came from Angela Butler thanking the vestry for the vase made from Stillhouse Cove sand.

Treasurer: Ann presented the 2026 Budget from the finance committee. The vestry discussed some of the proposed changes. Some areas have an increase in cost and in others there has been a savings. The proposed budget reflects the Diocesan requirements for salaries as well as the changes in the Diocesan apportionment requirements.

Motion: Motion to accept the 2026 Budget as proposed by the finance committee (Donna), seconded (Kevin), unanimously agreed.

Ann presented the Vestry Budget to Actual November 2025. Our net operating totals are +7,258 for Jan-Nov.

Motion: Motion to accept the Vestry Budget to Actual November 2025 report as presented (Carol), seconded (Kevin), unanimously agreed.

Reports:

Senior Warden: Rob reported on the entrance doors. United Lock, who has worked on Trinity's doors and locks in the past has given us a quote (\$2,850) for installing 2 panic bars- 1 on the front door and 1 on the door to the handicap ramp as well as installing a front door lock that can be disengaged with an Allen key so that when the church is open, people can pull open the front doors.

Motion: Motion for United Lock to install the 2 panic bars and new lock on the front doors of the church, not to exceed \$3,000 (Donna), seconded (Bill), unanimously agreed.

Rob also gave an update on the following:

- Stained glass repairs are moving along. The small repairs have been fixed. All the bowing has been removed. Currently they are fixing the windows so that they can open.
- Dry well work has been completed.
- The chimney has been repaired and so far no leakage in the women's bathroom.
- The building envelop survey has begun with the complete survey to be done in January.
- We will be switching to a new payroll company. It is local and will cost us less next year.
- The nursery workers have a list of requests for the property committee which Mother Susan passed along to Rob.

Priest-In-Charge: Mother Susan reported on the following:

- Saturday, March 21, 2026 from 9am to 12pm, Canon Dena will be at Trinity to meet with the vestry to discuss and plan a core values workshop. Lunch to follow the meeting.
- The nominating committee has met and has developed some strategies for going forward.
- Annual reports from committees need to be in to Mother Susan by January 11th. It was suggested that the capital improvements that were completed in 2025 be highlighted in the report from the property committee.
- Dates of Note:
 - Gaspee Sale- Dec. 13
 - Christmas in Pawtuxet. Sunday, December 14, 4 pm
 - Christmas Eve services: 5 and 7 pm. Christmas Day 9am.
 - Lessons and Carols: December 28th at 10 am
 - Epiphany Pageant: Sunday, January 4th @ 10 am
 - Education for Ministry retreat at ECC. January 23-25, 2026. Fr. Bill Locke will cover for the Sunday January 25.
 - Annual Meeting. February 1- combined service at 9 am

New Business:

Donna Tobin will no longer be doing the newsletter. That role has been moved to parish administrator (Margaret).

Also, Mother Susan said that after the annual meeting, we will have to appoint an assistant to the treasurer.

Kevin has been instrumental in aiding Mother Susan in the purchasing of a projector and screen for the parish hall. Kevin plans to install it in the coming week.

The meeting was adjourned by a benediction by Mother Susan.

Respectfully Submitted,
Ginny Simms

Next Regular Vestry Meeting: January 13, 2026 @ 5pm.