



Trinity Episcopal Church

Vestry Meeting Minutes

March 26, 2008

**Present:**

Gates Agnew

Mary Jo Barker

Mary Ellen Brown

Steve Chambers

Stanley Hamilton

Mary Ann Hart

Gretchen Horlacher

Kim Hurley

Mary Ann Keko

Elbert Johns

Betty Rose Nagle

Father Ken Ornell+

Connie Pepler

Debbie Satterfield

Steve Hale - Clerk

The meeting convened at 6:40 p.m. with a prayer.

**Approval of Minutes from the Feb 20<sup>th</sup> Vestry meeting:** Stanley Hamilton moved to approve minutes as corrected. Gates Agnew seconded. Passed.

**Interim Rector's Report:** Father Ken+ gave thanks to all who played a role in making Palm Sunday, Holy Week and Easter a very special and wonderful occasion.

Father Ken+ asked for a motion to purchase a projector for the church that costs \$1195. Stanley Hamilton moved to purchase the projector. Mary Ann Keko seconded. Passed.

Father Ken+ asked for discussion regarding announcements during the service. There have been comments that announcements in church are getting out of hand. Mary Ann Keko said that at a church in Texas all announcements were given to one person to be make during the service. This seemed to result in shorter and better edited announcements. Gates Agnew said he thinks announcements are important. Others commented that even when information is provided in the bulletin and Topics some people do not seem to read it.

**Deacon's Report:** Connie Pepler reported that there will be a Homeward Bound walk.

Connie will be in Jackson, Mississippi for a meeting of the National Association for the Deaconate. These are deacon formation educators.

Connie is taking a class in early church history and Anglican theology.

Elbert Johns said that Connie Pepler is the diocesan deacon leader and we have much to be proud of to have her in our church.

Father Ken+ noted that with the new building Connie will finally have an office for health ministries.

**Rector's Warden's Report:** Elbert Johns presented the financial statements in their new format and explained them to the Vestry. While the net income was negative for February it was less than the budgeted deficit.

Elbert announced that Judy Granbois has requested to resign as treasurer and we are looking for another treasurer.

We are in negotiations with our church software vendor to convert to new software that will be available on-line. We will also look at the accounting system. Darlene Cook is to be credited with the training and implementation of the new reports.

Stanley Hamilton asked how to request and use money from the Battenhouse Speaker Fund. Elbert said these are Vestry controlled funds and we do not currently have a procedure.

Mary Ann Keko asked about alter flower expenses for February of \$1400. This looks like too much. Elbert said that this will have to be looked into.

Steve Chambers asked if our checking account is still overdrawn. Elbert said that this needs to be investigated.

Mary Jo Barker asked about the payment of fringe benefits to church employees. Elbert said we show monthly accruals for these costs but the payments are made quarterly.

Stanley Hamilton moved to accept the treasurer's report with thanks. Gretchen Horlacher second. Passed.

Elbert continued with an update on Martinsville / Bedford plan. We are still in a process to work out how we will share resources. Elbert asked that people go to Martinsville for a service. All of the people there are volunteers and they are a very motivated group. Bedford is also like this.

Elbert discussed work underway to establish mediation with ECM. This is a follow up from an action item Elbert took at the December meeting. Elbert said that people are motivated to move ahead and there is agreement on a mediation resource. The diocese will share in the expense for the resource. Elbert said we are moving forward and he feels good about this. Much discussion of the Trinity/ECM relationship followed.

**People's Warden's Report:** Steve Chambers thanked Debbie Satterfield and Mary Ann Keko on for a wonderful Easter brunch on behalf of the choir. The brunch got them through the second service.

**Education Commission:** Kim Hurley reported that the commission is working hard to hire people to fill the open positions. We are looking forward to having Sunday school in the new rooms next fall. Vacation Bible School will be in June.

**Outreach Commission:** Betty Rose Nagle that we are supporting St. Mary's of Martinsville with a \$1000 grant. We have also funded Virginia Hall's ministry in Brazil with \$1000.

**Pastoral Care Commission:** Gates Agnew presented a draft for a new prayer list procedure. The purpose of this procedure is to honor people's needs and privacy. Ann Mitchell has agreed to take over this list. Instructions will be placed in the bulletin. Gates asked that any questions or suggestions be sent to Ann Mitchell or to him.

**Search Committee:** Gretchen Horlacher reported that the search committee conducted telephone interviews with 8 candidates during spring break. They gathered a lot of good information and are following up on references. The next step is to narrow down the list and plan visits. We may have a large rather than small list of candidates to visit and hope to start traveling in April. The goal is to have candidates selected to talk with Bishop Cate+ before she departs for Lambeth in the summer.

## Old Business

**Update on the University Vestry seat:** Fr. Ken+ presented Benjamin Straley's letter of resignation. Elbert Johns moved to accept with regrets. Mary Ellen Brown seconded. Passed.

Elbert said that ECM has met and made a tentative recommendation for the University Vestry appointment. Trinity's by-laws state that the Vestry appoints a new member when a resignation is out of term. Gates Agnew said he thinks we should wait until a new relationship is negotiated with ECM before proceeding. Father Ken+ said our options are to wait for the annual meeting, wait for a new rector or wait until August 2009 when the term expires.

The discussion was tabled until the next Vestry meeting.

## New Business

**Approval of Parochial Report:** Father Ken+ presented a summary of the report commenting that we have grown a bit. Easter services were attended by over 100

more people than last year. Elbert Johns moved to approve the report. Stanley Hamilton seconded. Passed.

**Approval of Vestry's Recommendation for Dustin Trowbridge:** Elbert Johns reported that based on Vestry interviews conducted in January he has prepared a letter to the Bishop recommending that we continue to support Dustin Trowbridge in his process towards ordination based on interviews. We will also continue to support him financially with \$5000 tuition grant. Betty Rose Nagle moved to endorse adding more specifics to the letter and then sending it to the Bishop when it is final. Gretchen Horlacher seconded. Passed.

**Corner Stone Ceremony:** Gates Agnew presented a draft proposal to help pay down our debt for the new wing. The proposal includes faithful completion of 3 year pledges, obtaining 100 substantial new donations before the building dedication in September and 1000 smaller gifts of any amount. These gifts may honor people and there will be an honor roll. Gates asked for help with this fundraising effort.

Gates went on to note that we have no funds to buy furniture for the new wing and that other initiatives are in competition for funds. Gates suggested that the 1000 smaller gifts might be put into a furniture fund or we might ask for specific donations toward furniture.

Elbert Johns noted that there is confusion about where we stand on the capital campaign and he will provide clarification at the next Vestry meeting. Elbert also suggested that we contact RSI, the fundraising consultant for the capital campaign, to see what further help they can give us. Elbert proposed that office furniture for the church staff be paid out of available unrestricted funds as that move will begin shortly.

**Library:** Stanley Hamilton reported that we have had two very significant gifts to the library from parishioners and we are responsible for their proper care. We need to decide how we will provide this care once the library is in place in the new wing.

**Problem with church lock up:** Fr. Ken+ reported that there have been problems with insuring that the church is locked up, particularly after events on weekends. We need a rota for this. Gretchen Horlacher said that we used to have a rota but we do not have a list of procedures for lock up. Stanley Hamilton said that there is a list but it needs to be updated. Stanley suggested that if the procedure is clear more people may be willing to do this job. Elbert Johns said that when we get an updated list he will prepare and distribute a letter to our parish on this subject.

**Schedule for Vestry Orientation:** Fr. Ken+ reported this is the orientation for new Vestry members. Since the new Canon has not yet started, this orientation has not been scheduled. He expects that we will schedule the orientation next week.

**Motion to Adjourn:** Elbert Johns moved to adjourn. Gretchen Horlacher seconded. Passed.

Meal assignments for April 23<sup>rd</sup> meeting:

Set up	Stanley Hamilton
Salad	Connie Pepler
Beverage	Stanley Hamilton
Entrée	Mary Jo Barker
Dessert	Kim Hurley
Clean up	Steve Chambers