

Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

Feb. 6, 2018



Present: Sara Palmer, Rector; Bob Benson, Sr. Warden; Elaine Brandner, Jr. Warden; Jim Michael, Treasurer; Stacey Peterson, Clerk; Vestry Members: Kathleen Carels, Mila Ganeva, Marilyn Kinzler, Peter Lindsay, Hugo Olaiz, Glenn Rymer, Chris Shoker, Diana Uhlman

Absent: Debbie Williams

Spiritual reflections were presented by Bob.

Agenda for 2-6-2018 meeting: Hugo requested time for some announcements, and Jim added January Financial Report. Agenda was unanimously approved with additions – Elaine moved and Mila seconded.

Approval of 1-9-2017 Vestry meeting minutes: Jim requested change to the Organ Fund dollar figures. Unanimously approved as amended – Elaine moved and Kathleen seconded.

Rector's report – Sara

- Sara has reached out to God's House of Praise and Worship, a local church. She and Debbie Williams attended a noon service. We will partner with them to provide toiletries to the Dayton Correctional Institution, a women's facility. Outreach may provide \$300 to back the effort. Sara will tour the facility in March.
- The two bible study groups have resumed. Three new students have joined that group.
- Adult Forum has had great participation, with two parishioners attending for the first time.
- Family game night on January 20 was a success with seven new children and three new families. The Family Ministry Committee met January 28 to plan future events. The next intergenerational outing is ice skating at Goggin Arena on March 4, 3-5 p.m.
- Sara had seven pastoral visits, including one with a new family.
- Job performance review with choir director has been completed. All staff job descriptions and letters of agreement are current. All background checks and Safe Church training have been completed.
- Martin Ganev will start videoing sermons each week.
- Parishioners appreciated the service honoring Martin Luther King, Jr., Sara said. We will use more hymns from "Wonder, Love and Praise" and "Lift Every Voice and Sing" hymnals.
- Worship Committee has planned services up to Trinity Sunday. That's our patronal feast; an outdoor potluck is being planned. Holy Week services include:
 - March 29, Maundy Thursday foot washing,
 - March 30, Good Friday noon Walk of Witness and 7 p.m. Eucharist,
 - March 31, The Great Vigil,

- April 1, Easter Sunday.
- Sara met with two Endowment trustees and will have a follow-up meeting with the investment advisor. Trustees will report four times a year to Vestry. Vestry needs to think about what questions we want answered.
- Sara attended installation of new minister in Dayton.
- Vestry members should wear their Vestry pins every Sunday and stay for coffee hour. Try to reach out to one new person each week at coffee hour, if possible.

Committee resignation and new appointment – Bob

Dan Pratt had to resign from the Stewardship & Development Committee. Diana Uhlman was proposed as his replacement.

Proposal passed unanimously — Glenn moved and Chris seconded.

Annual meeting – Bob

All documents are ready, and Gayle will send them out Monday. We must reach out to parishioners; this is the only time people will have a say in the parish governance. We're hoping to have 75 people at this meeting, Bob said. Chris is managing preparations for a soup lunch.

New Vestry member orientation, March 4 – Bob and Jim

Orientation will be held after church. It's for the new Vestry members and anyone who wants a refresher. Bob, Jim and Sara will talk about bylaws and boardmanship, including fiduciary responsibilities, conflict of interest and confidentiality.

Plans for Vestry retreat, Saturday, March 10 – Elaine and Sara

It will be at the Convent of the Transfiguration. Elaine needs to know who's coming and any dietary restrictions. Meet at 9 a.m. in the parking lot to carpool.

Evening prayer during Lent – Bob

Planning to have Vestry members and others lead evening prayers starting the Thursday after Ash Wednesday and going through the Saturday before Palm Sunday. Each Vestry member should sign up for two slots.

Approval of Parochial Report to DSO – Sara and Jim

Sara noted that four parishioners died in 2017, two moved away, several graduated, but we still grew by one. The report lists our Outreach Ministry contributions. Jim noted that the first gray line on page 3 (Normal Operating Income) is used to come up with mission share.

Parochial Report was approved unanimously — Elaine moved and Glenn seconded.

2017 December Financial Report and pledge drive summary – Jim

This report didn't change much from what Vestry saw last month and is essentially what will be presented at the annual meeting.

Final Approval of 2018 Operating Budget -- Jim

Vestry saw this last month. The 2017 Actual column has been updated to reflect actual numbers. Jim noted that the 2018 budget is balanced (page 4). However, page 1, line 4210, has \$23K in "Additional Revenue to be Raised." We already have \$14K of that. Jim noted that we don't have a plan for raising that money. Possible fund-raising vehicles were suggested, including Kroger's loyalty card program and Amazon Smile. Diana volunteered to troubleshoot issues people have with Amazon Smile.

The 2018 Operating Budget was unanimously approved – Bob moved and Chris seconded.

January 2018 Financial Report – Jim

Page 5, the Organ Fund for special music programming was the only class besides Operations that had any activity. \$31K went to the endowment.

The January 2018 Financial Report was unanimously approved – Mila moved and Marilyn seconded.

Other business

- Hugo noted Sunday, March 11, is the start of the Good Book Club (goodbookclub.org) where Episcopalians read the Gospel of Luke during Lent and the Book of Acts during Advent.
- He also said the 2018 Missional Voices National Gathering (mvng.org) is a networking and sharing event with speakers from the national church. It's in Indianapolis, April 19-21. Hugo suggests getting a group to go. The conference is \$99, and hotel is \$150 per night.
- Chris thanked Vestry and others for the support he and his family received over the past few weeks with the passing of his father.

The meeting was adjourned following Compline led by Bob.

Respectfully submitted,

Stacey Peterson

Stacey Peterson, Clerk