

## Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

June 11, 2019



**Present:** Sara Palmer, Rector; Pete Lindsay, Sr. Warden; Hugo Olaiz, Jr. Warden; Jim Michael, Treasurer; Vestry Members: Debbie Williams, Ellen Reister, Bonnie Mason, Margaret Smith, John Harper, Ken Grabach

**Absent:** Martin Ganev, Chris Shoker, Lisa Herrmann, Stacey Peterson, Clerk

- **Spiritual reflections:** Following the call to order at 7:05 p.m. spiritual reflections were presented by Bonnie.
- **6-11-2019 Meeting Agenda:** Unanimously approved – Ken moved and Hugo seconded.
- **5-14-2019 Vestry Meeting Minutes:** Unanimously approved – Bonnie moved and Debbie seconded.
- **Upcoming activities:**
  - June 14-15 – VBS Decorations
  - June 21-23 – Vacation Bible School
  - June 22, 1pm – Vail Funeral
  - July 21, 10:30 – Morning Prayer; Reds Game; Carpool signup July 7
  - August 22-23 – Miami students return
  - August 25 – Capital Campaign Kickoff
  - September 8 – Lunch to welcome back students
  - September 30 – Ingathering pledges for Capital Campaign
- **Blessings and Challenges:** Members shared their blessing and challenges.
- **Rector's Report:** Sara's report included:
  - Growing in numbers; new members arriving even as others are leaving: Kiffmeyer-Graham family returning; Williams & Churches leaving.
  - New-student orientations.
  - Lara Osborne doing student ministry grant - deadline 6/21.
  - Collecting used coats – November.
  - Growing in spiritual depth.
  - Adult forum in fall.
  - Women's Monday contemplative prayer group.
  - Mid-week prayer group.
  - Jessica Sparks to be confirmed.
  - Two Funerals: Dick Smith & Eleanore Vail.
  - No Administrative Assistant after 6/21; need volunteers.

- **Cleaning Service:** Pete reported that we are no longer contracting with Parrett's Handiworks for regular cleaning of the church building. Instead, we have contracted with Joy Tipton, who will provide the same service at the same cost. Sara reported that Joy is doing a good job.
- **Personnel:** Sara reported that Kathy Kuehnle has resigned as Administrative Assistant. The Human Resources Committee has met and discussed this, a search committee is being formed, and publicity is being distributed.
- **Capital Campaign:** Pete and Jim reported on progress. The committee met this week. Vestry members are encouraged to promptly (over the next 2 weeks) communicate their pledging intentions to Jack Southard so that the campaign can proceed with 100% leadership participation. The giving guideline is to pledge one's annual pledge amount, to be fulfilled over a period of up to three years. Of course, earlier and more is always better.
- **Easter Offering recommendation from Outreach:** Pete brought forth a recommendation from the Outreach Committee for partial distribution of the Easter Offering, which totaled \$2313.00 this year. On motion made by John, seconded by Ellen, Vestry unanimously approved the following distributions from the Easter offering, as recommended by the Outreach Committee:
  - Reading Rainbow Program, PFLAG Oxford \$200.00
  - Backpack Program \$300.00
  - Oxford Senior Center, for Vehicle maintenance \$1,000.00
  - Episcopal Relief and Development, for Disaster Relief Fund \$500.00.
- **Proposed Gift from Dice Family:** Pete and Hugo reported on a recent meeting with Bob and Marianne Dice regarding their proposed generous gift of Stations of the Cross plaques, which would be permanently affixed on the walls of the Church sanctuary. Specifically, the Dices have offered to donate:
 

Fourteen 9" x 16" mahogany plaques with walnut finish. Each plaque displays a raised Roman numeral and a cast bronze pictorial representation of one of the events associated with Christ's passion and death, from condemnation to entombment. This art may be used for a personal or corporate devotion known as "The Way of the Cross." Additionally, a memorial plaque would be provided with the statement "To the Glory of God in Memory of the Dice and Gardiner Families."

Discussion of the proposed gift was brief, as the matter had been on several previous Vestry agendas. Hugo moved and John seconded a motion to accept the gift. On a vote by paper ballot, the motion was not adopted.
- **Grounds Committee Report:** The Vestry received a report from the Grounds Committee last month regarding proposed plantings between the sidewalk and the curb on both the Walnut and Poplar Street sides of the church. The City will plant two trees on each side, and remove the diseased ash tree by the Poplar Street entrance, at no cost to the church. This proposal was approved unanimously, on motion by Ellen, seconded by Bonnie. A separate proposal for a new planting on the church grounds next to the Poplar Street entrance will be brought back for consideration at a future time.
- **Computer Repair:** Pete reported that the office computer recently failed. He was able to get the problem diagnosed, and a new hard drive installed, at a cost of around \$340 at MicroCenter.

Pete was thanked for the enormous effort he made to get this critical problem solved quickly and at minimal cost.

- **Church Tour:** Hugo explained his plan to have Vestry members explore a few parts of the Church each month in order to acquaint everyone with some of the little-used areas of the building and prompt creative thinking about space utilization. The group then visited the former rector's office and administrative office, accessed from the Bishop's Foyer, and briefly discussed the history of these spaces.
- **VPOM Responsibilities:** Pete distributed new written instructions and reminded members to be sure to be aware of mid-week events, for which it is necessary to both open and close up the building.
- **Beloved Community:** Sara reported that the presiding bishop encourages parishes to reach outside the church walls and work for better conditions for all. The diocese also encourages such involvement. With this in mind, Sara proposed the following initiatives, all of which were supported by Vestry consensus:
  - Offer the undercroft for PFLAG monthly meals; Sara plans to meet with Sabrina Jewell to further discuss this.
  - Visit to Hillel, to support this relationship and reciprocate for Marcy's visit to adult forum.
  - Parish families to host Asian students; Sara is keeping a list of families who have expressed interest.
  - Attending the international thanksgiving meal at Miami University (weekend before Thanksgiving, usually at Shriver).
  - God's House of Praise & Worship - possibly invite folks here for prayer & refreshments and a joint service.
- **Financial Report:** Jim reviewed the May 2019 Financial Report, which had been distributed prior to the meeting. Highlights included:
  - The parish is in the black, both absolutely and relative to budget.
  - Revenues are down, likely due to members being on summer break.
  - Cost of e-giving is modest and partially covered by givers electing to increase their donations to cover credit card fees.
  - Cost for maintenance contracts is up because of some new services.
  - Repair costs are within budget even though the budget is lower than it should be ideally.
  - Mission share is on budget but will be slightly over next month because of a modest reconciliation amount for 2018.

The meeting was adjourned at 9:15 p.m. following a prayer led by Bonnie.

Respectfully submitted,

*Jim Michael*

Jim Michael, Supply Clerk