

## Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

Jan. 14, 2020



**Present:** Sara Palmer, Rector; Dave Guilfoyle, Deacon; Pete Lindsay, Sr. Warden; Jim Michael, Treasurer; Stacey Peterson, Clerk; Vestry members: Karen Ander Francis, Martin Ganev, Ken Grabach, Lisa Herrmann, Ellen Reister and Margaret Smith

**Absent:** Hugo Olaiz, Jr. Warden; Vestry members: John Harper, Bonnie Mason and Chris Shoker

**Spiritual reflections** led by Pete

**Agenda for 1-14-2020 Meeting:** Unanimously approved – Pete moved; Margaret seconded.

**Approval of 12-10-2019 Vestry meeting minutes:** Unanimously approved – Margaret moved; Martin seconded.

### Upcoming activities:

- Annual Parish Meeting and lunch – Sunday, February 23
- Early Mardi Gras party – Sunday, February 23, probably 5 p.m.-7 p.m.
- Ash Wednesday services – Wednesday, February 26, 12:15 p.m. and 7 p.m.
- Lent Evening Prayers start – Thursday, February 27, 5:15 p.m.
- New Vestry orientation – Wednesday, March 4 during the day
- Green Beer Day – Thursday, March 19
- Vestry Retreat, Glendale Convent – Saturday, March 21, 9 a.m.-5 p.m.
- Quiet day to prepare for Holy Week led by Karen -- Saturday, March 28, 10 a.m.-3p.m.
- Better Together Week Unity Walk – Sunday, March 29
- Maundy Thursday Holy Eucharist and foot washing – Thursday, April 9, 7 p.m.
- Good Friday Walk of Witness – Friday, April 10, noon, starting at Holy Trinity
- Good Friday Solemnities and Holy Eucharist, Friday April 10, 7 p.m.
- Easter – Sunday, April 12

### Discussion of upcoming events – Sara

**Unity Walk** -- 50-100 people are expected to participate. The Interfaith Center (IFC) would like to make 200 sandwiches at Holy Trinity as the first stop on the walk. They will provide the ingredients. IFC will take the sandwiches to a Cincinnati soup kitchen. Sara will do a presentation about Holy Trinity as part of the stop at the church.

A motion to participate in the Unity Walk was approved with one abstention – Pete moved; Lisa seconded.

**Good Friday Walk of Witness** – Sara is looking for volunteers to do readings.

**Easter Sunday** – Ellen volunteered to chair the committee to set up the brunch. She will talk to Sara Michael.

## **Rector's Report – Sara**

See handout

## **December Financial Report – Jim**

- We have net Income of nearly \$13,000 (page 4) due in part to \$4,000 in unexpected rental income (page 1, line 4400) and cost of facilities (page 2, line 5100) coming in \$7,431 under budget from favorable utility costs and not spending as much as expected.
- Jim went over page 5
- Prepaid expenses (page 6, line 1510) are 2020 bills paid in December; that line will go away in the new year.
- Our note to the bank is down to \$104,624 from \$400,000 (page 7, line 2820).
- Our bank balance is up (page 8).

The December Financial Report was unanimously approved – Ellen moved; Margaret seconded.

## **Final 2020 Budget presentation and adoption – Jim**

- This budget is an update to the one approved in December 2019. The plan is to review and approve it as the final 2020 budget at the February meeting.
- The bottom line (page 4) has improved, though it's still a deficit budget; the \$2,588 deficit is down from the previous \$9,000 projection.
- The Budgeted Pledge Income (page 1, line 4110) of \$225,000 is still seen as realistic; nine pledges have yet to come in.
- The 2019 Actual column now reflects real numbers.
- \$5,000 in rental income (page 1, line 4400) from Haven is expected through May.
- Our 2020 Budgeted Income (page 1, line 4000) is now \$298,715; last month it was about \$293,000.
- Budgeted Expenses (page 2, line 5000) are \$301,303.

The budget was unanimously approved – Ellen moved; Ken seconded.

## **Finance Committee update -- Jim**

- Jack Heitsman has resigned as Holy Trinity's auditor. Mary Bausano will take his place.
- The interest rate on our bank loan changed from 4% to 5.35% as of January 1. We will be reamortizing the loan, and our annual debt service cost will go down.
- We're expecting some upcoming building expenses related to fixing a leak in the bell tower; the contractor may find other issues.

## **Resolution for contract extension with The Haven – Pete and Jim**

The original contract with The Haven was from September-December 2019. Their renovation isn't done, and they've asked to extend the contract through May. They will pay an additional \$5,000 in rent.

Motion to approve the contract extension with The Haven was unanimously approved – Margaret moved; Karen seconded.

**Fundraising and three Mutual Ministry Review (MMR) committees – Pete**

- Pete would like the new Fundraising Committee in place by May and is setting up the necessary meetings to make that happen.
- For the other three committees (Social Justice, Parish Sustainability and Community), Pete provided notes from the MMR on what people thought was important.
- Those committees must consider how things need to change over the next decade in terms of having more older people and fewer young adults – something the MMR didn't consider.
- They also must assess where we're at and what the opportunities and challenges are in their area of interest.
- Pete suggested having a theme for the year that the committees can structure their work around.
- A question was raised about whether the focus of the Community Committee is in-reach and out-reach. It was noted that we are losing our ability to do outreach with our aging population. Sara suggested that the focus be in-reach.
- The committees will meet and/or communicate via email between now and the February Vestry meeting; new Vestry members will be assigned to committees and should be part of those discussions.
- Each group will report back at the February Vestry meeting, identifying the areas and issues they deem most important.

**Comments for the Good**

A new church directory is in the works; Kim has contact info for new people active in the church.

The meeting was adjourned following a prayer led by Pete.

Respectfully submitted,

*Stacey Peterson*

Stacey Peterson, Clerk