

Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

March 8, 2022



Present: Dave Guilfoyle, Deacon (online); John Harper, Sr. Warden; Rosalyn Benson, Jr. Warden; Jim Michael, Treasurer; Stacey Peterson, Clerk; Vestry members: Jennifer Blair, Glenn Julian, Kathy Mohylsky, Alex Nyquist, Karen Schilling, Margaret Smith, Stephanie Southard, Jessica Sparks and Bill Ubbes

Online guests: Larry Hayes (arrived late) and Rev. Joanna Leiserson

Spiritual reflections led by John

Agenda for 03-08-2022 meeting was unanimously approved – John moved and Stephanie seconded.

Minutes for the 02-08-2022 meeting where approved with changes discussed – John moved and Rosalyn seconded.

Reappointment of parish officers – John

Vestry approved the reappointment of the following parish officers:

- Jim Michael, treasurer
- Jack Southard, assistant treasurer
- Stacey Peterson, clerk

Welcome – John

John welcomed Larry Hayes, Rev. Leiserson and new Vestry members, Jennifer Blair, Alex Nyquist, Stephanie Southard and Bill Ubbes. He thanked Ken Grabach, Pete Lindsay and Bonnie Mason for their Vestry service. Vestry members introduced themselves, and the scheduling of an orientation meeting was discussed.

February Financial Report – Jim

Jim provided thoughts on the February Financial Report that he previously emailed to the Vestry.

- Net income is in a good place on both an accrual and cash basis (see page 4).
- The excess cash reflects pledges paid early.
- Line 4314 includes donations made to cover what is not covered by the Diocese grant for new audio and video equipment.
- Line 4316 is \$1,099 in donations for the Red Door Concerts.

Jim outlined three corrections that are needed to the budget column:

- Increase lines 4321 (donations for flowers) and 5620 (flower expenses) to \$2,300 to cover flower donations and expenses for in-person services.
- Increase line 5900 (other non-operating expenses) to \$1,000 for rector search expenses.

Vestry members unanimously voted to accept those three changes to the budget numbers – Stephanie moved and Rosalyn seconded.

Vestry members unanimously voted to accept the February Financial Report – Margaret moved and Stephanie seconded.

Old Business

Updating Parish Directory – John

Vestry members discussed possible ways to handle updating the Parish Directory, including:

- A cover letter sent with the next Triad that explains how people should communicate whether they would like to be included in the directory.
- Margaret, Kathy, Stephanie and Rosalyn will work on creating a consolidated list of church members out of the several lists that exist.

Larry arrived at this point in the meeting.

Interview Committee (IC) Report – Jessica

Jessica reported that the IC met online with the first Priest in Charge (PiC) candidate on February 7. The decision at meeting's conclusion was to invite the candidate to come to Oxford for an in-person interview.

Meeting with a candidate – Vestry next steps -- Larry

Larry reviewed the steps Vestry and the IC have taken to get to this point. Because Vestry chose the PiC approach, the Diocese Office of Transition and the Bishop have handled the steps involved in narrowing down the applications to the top candidate who the IC has interviewed.

The next steps include the following:

- Plans are in the works for a possible in-person interview with the candidate mid-March. Larry explained that the Vestry's role will be to meet the candidate at a social gathering.
- He reminded members that all information shared about the candidate is confidential.
- The IC will make a decision on the candidate the night of the in-person interview.
- Vestry will then vote to approve that decision. (The only reason the Vestry would vote no on the IC's decision would be if there was some material failure in the process, according to Larry.)
- The senior warden takes that decision to the Bishop for approval.
- An offer is made and the senior warden handles the final negotiations with the candidate.
- If IC's decision is not to accept the first candidate, then process with that candidate stops, and the Bishop puts forward a second candidate.

Larry also commended IC chair Mila Ganeva and vice chair Mary Bausano on their commitment and responsiveness, saying they were exceedingly wonderful to work with.

Larry left the meeting at this point.

New Business

Revised COVID policy (3/3/22) – Dave

Dave handed out a one-page summary of the Diocese's new COVID policy. He said the Diocese is providing guidelines; final decisions on what's allowed are up to the church clergy and leadership.

Vestry members discussed the best ways to handle Eucharist and whether to use the common cup.

The following decisions were made:

- Masks are optional; Phillip Roberts will be asked to discuss masking preferences with the choir.
- Alternate pews will continue to be used.
- The new guidelines would be reviewed at Sunday announcements.
- The contact list would continue to be encouraged.
- Coffee hour and Easter brunch are all happening and in-person.
- The Outreach Committee will meet to decide if Community Dinners should be back inside.

Donation drive for Ukrainian refugees – Glenn

Vestry members discussed ways the church could help, including the possibility of sending Lenten or Easter donations to aid organizations. It was noted that the Outreach Committee has \$2,000 in its budget. Margaret will take Vestry's comments to the Outreach Committee.

Safe Church Training – John

Anyone who has business in the building must take this online training as soon as possible. John will send instructions.

Conflict of Interest – Jim

The Conflict of Interest policy is in the Vestry members' binders under bylaws and policy. Vestry members must sign it and fill out the questionnaire.

Improving Communications

John outlined who is handling what sorts of communication:

- Bulletin – Dave
- Website – Bob Benson
- Parish emails – John
- Triad – Dave will set it up; others will write the content
- Vestry updates to the parish – Suggestion was made to start a monthly column in the Triad

Comments for the Good of the Parish

- Commissioning of new Vestry members will happen soon – exact Sunday has yet to be set.
- Gratitude was expressed for the IC's work so far.
- John noted that Holy Trinity's strategic plan is an ongoing effort and that we shouldn't expect the new priest to solve all of our problems – whatever they are – when that person arrives.

Closing prayer was led by John.

Respectfully submitted,

Stacey Peterson

Stacey Peterson, Clerk

Attachments:

Dave's summary of Diocese's COVID guidelines

Email Approval of Ukraine Aid and Easter Offering

In a March 23, 2022, email, Margaret asked Vestry members to approve the following:

1. Ukraine Aid: Invite parish members by announcements at services and in an email blast to make a special offering to Holy Trinity for the purpose of sending funds to Episcopal Relief and Development's designated funds for Humanitarian Aid for the Ukraine crisis (see email from Diocese of Southern Ohio). These offerings are requested during Lent. Soon after Lent ends, any money collected for this special offering would be sent by check to Episcopal Relief and Development.

Also for Ukraine, the Outreach Ministries Committee recommends using \$500 of the \$2,000 budgeted for 2022 and sending it as soon as possible to Episcopal Relief and Development for Ukraine aid.

2. Easter offering for 2022 should be divided into three equal parts, following a pattern of using some of the money locally, some in the southwest Ohio region and some in a national or international field. These funds may be released by the end of April without further approval.
 - Local – Family Resource Center
 - Region – Dove House (shelter for victims of domestic abuse, serving Butler County)
 - National – Episcopal Relief and Development for any disaster relief (including persons impacted by violent weather in the southern U.S. this week)

Vestry members voted unanimously to approve the Outreach Committee recommendations – Jennifer moved and Stephanie seconded.