

Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

April 11, 2022



Present: Dave Guilfoyle, Deacon; 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; Guests: Joanna Leiserson (online)

Spiritual reflection was led by Rosalyn.

Agenda for 04-11-2022 meeting was unanimously approved – Karen moved; Stephanie seconded.

Minutes for the 03-08-2022 meeting were unanimously approved – Karen moved; Stephanie seconded.

March Financial Report – Jim

The first quarter Expense Detail Report and the March Financial Report were sent to Vestry members in advance of the meeting. Jim went over highlights of the March Financial Report:

- We're in the black and doing as well as can be expected.
- Equipment and Facilities income (line 4314) includes \$2,000 in donations to cover Holy Trinity's part of the cost of buying and installing the new video system in the church. This information is recapped in the Restricted Funds Balances (last page) with the \$8,000 the Diocese has provided.
- Goods and Services (line 4410) is high because it includes funds received for the silent retreat.
- Other Grants (line 4720) includes \$2,500 from Food Ministries grant. Food Ministries has an accrued balance in the bank of \$6,437.
- Water expense (line 5183) is under budget because the City of Oxford credited back \$500 after investigating and finding no leak on the property to account for the previous unusually high bill.
- Supply Priest expenses (line 5640) are over budget because we're using the more expensive enhanced supply priest arrangement.
- Fellowship and Hospitality expenses (line 5780) are over budget because that line includes silent retreat expenses that will be reimbursed.
- Mission Share (line 5810) is over budget because we owed more than was originally estimated and have had to make an additional payment. However, the Bishop said there won't be a July mission share payment so that will balance out the increase.

Discussion addressed concerns about how funds from the Frank Jordan Fund are made available to and what funds are available to cover the salary and benefits of a new priest in charge (PiC).

The March Financial Report was unanimously accepted – Stephanie moved; Rosalyn seconded.

Interview Committee Report – Jessica and John

Jessica reported that a PiC candidate and their spouse will visit Oxford for an in-person interview Monday, April 18. Vestry members are invited to an informal reception that evening. They will receive the candidate's resume and cover letter the morning of April 18.

Discussion covered how Vestry members should interact with the candidate and what the follow-up would be after the Interview Committee meets Tuesday, April 19.

John thanked the members of the Interview Committee, saying they did a great job, with speed and attention to detail. Jessica noted that Mila Ganeva and Mary Bausano deserve credit for the smooth process. Vestry members were reminded of the confidential nature of the interview process.

Old Business

Office Assistant and Google Cloud – John

An initiative is underway among office volunteers – Rosalyn, Elaine Brandner, Kathy and Stephanie – to put church files in Google Cloud. This will make everything accessible to the new administrative assistant and new priest when they arrive.

Dismantling Racism Training – John

All Vestry members must complete this online training unless they completed it in the last three years. John will send out the link. Vestry members should send John copies of their certificates when they complete the training.

Safe Church Training – John

Vestry members must also complete this training online. John will send link

Communication -- Rosalyn

Rosalyn asked that Vestry members, when meeting a new person in the church, ask them if they are receiving church emails. If not, have the person fill out the card found in the Narthex and give it to an usher. Also, new name tags are also being created.

New Business

Facilities – Bill

Bill reported on the effort to replace the church's front doors:

- A \$10,000 grant is available from the Diocese Creation Care and Environmental Justice Task Force for parishes investing in energy efficiency.
- The doors will be custom made, but there should be a way to get an energy calculation.
- Jim noted that there is also a Church Foundation Grant available for this type of project.
- The total project is expected to cost about \$33,000.

Vestry will have to approve the purchase of the doors. The project will also need Stewardship Committee approval. Vestry members discussed how soon the specs for the doors are expected and grant deadlines.

Christian Formation – Dave and Bill

- Bill volunteered to take a leadership role in the area of Christian Formation.
- Vestry members discussed and identified existing formation efforts, including Adult Forum, Christian Education and Family Ministry.

- Some members, along with Dave, noted that there are opportunities in this area, such as groups of Christian students looking for places to meet.
- Several members noted that the new PiC will have ideas in this area, and it makes sense to hold off on specific decisions.

Other discussion items – Rosalyn

- Spring picnic – This is traditionally on Trinity Sunday, which is June 12.
- Graduation – The church has traditionally recognized and given gifts to high school and college graduates. Consensus was that we want to continue doing this.
- Exam goody bags for Miami students – Plans must be made soon for these; Patsy Grabach has led this effort in the past few years. Rosalyn will check with her.

Comments for the Good of the Parish

- John thanked Margaret for the work she's been doing in the office, with the Outreach Committee and in several other areas.
- Karen said she has interviewed a candidate for administrative assistant job and is hopeful.
- Jennifer commended the work done with the students who read The Passion on Palm Sunday.
- Holy Trinity may have a termite problem, but it's being addressed.
- One of the concrete planters at the front of the church is cracked, but a temporary fix is in place.
- The garbage disposal is broken, but compost buckets will be available to dispose of Easter brunch food waste.

Closing prayer was led by Rosalyn.

Respectfully submitted,

Stacey Peterson

Stacey Peterson, Clerk