

Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

May 10, 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: Sarah Michael

Spiritual reflections led by Stephanie

Agenda for 05-10-2022 meeting corrected version was distributed and unanimously approved – John Moved and Bill seconded.

Minutes for the 04-11-2022 meeting were unanimously approved – John moved and Stephanie seconded.

Minutes for the 04-20-2022 special meeting were unanimously approved as amended – Bill moved and Stephanie seconded.

April Financial Report – Jim

Jim provided the following highlights:

- **Pledge income** on cash basis (line 4110) and **non-pledge income** (line 4120) – Both are over budget.
- **Other for operations** (line 4329) – This is over budget because of the insurance claim payment to cover damage from leak in the sanctuary.
- **Easter offering** (line 4352) – The \$2,469 collected plus \$81 in other Outreach funds was divided equally and donated to the Oxford Family Resource Center, Dove House in Hamilton and Episcopal Relief and Development for aid in the U.S.
- **For transmittal to other organizations** (line 5354) includes money collected during Lent for Ukrainian relief. [At Vestry members' request, a notice was included in the May 15 bulletin stating that \$3,977 in donations and \$500 from the Outreach Committee's budget were sent to Ukraine Fund at Episcopal Relief and Development.]
- **Maintenance** (line 5171) – This line is over budget because of various payments made for annual service contracts.
- **Utilities** (line 5180) – Total is under budget because of the water bill refund for a recent overpayment and both electric and gas coming in under budget.
- **Payroll** (page 3) – Everything related to payroll is under budget, but supply priest (line 5640) is significantly over budget.

Vestry unanimously accepted the April Financial Report – John moved and Margaret seconded.

Quarterly Endowment Report – Kathy

Kathy handed out the Q1 2022 Endowment Fund Report prepared by Jack Southard. She noted the following points:

- Investments are down, reflecting the current state of the world and the economy.
- Adjustments have been made to fund allocations, and we do have the funds available for allocated needs.

Vestry unanimously accepted the Q1 2022 Endowment Fund Report – Rosalyn moved and Stephanie seconded.

Arts Committee Report – Sarah

Sarah provided background on the Red Door Concert series. She noted the following:

- Attendance at these concerts has been impressive, with many attendees from the community.
- Of the 73 donors, 44 are not parishioners.
- The in-person and online series received four grants last year, totaling about \$4,000.
- Nearly 200 people viewed the first concert online. Subsequent ones have had similar views, with the exception of Andrea Ridilla’s performance, which has received 1,600 views.
- Six concerts are scheduled for next year.
- The annual budget for the concerts is \$8,000.
- Groups have started reaching out, asking to get on the concert schedule.
- The committee is exploring other sorts of concerts and arts events, including the possibility of a sculpture exhibition.

Vestry members discussed the reasons the Red Door Concerts have been a success and thanked Sarah and the committee for their work.

Priest-in-Charge (PiC) Report – John

John reported that Rev. Julie Fisher, the PiC candidate had verbally accepted Holy Trinity’s call, and a letter of agreement was drafted and accepted. The final Letter of Agree was sent to Rev. Canon Michael Spenser, canon for transitions, Monday, May 9. Rev. Fisher’s estimated starting date is August 1. The announcement to the parish must wait until Rev. Fisher confirms that she has informed her current parish.

Vestry discussion included the following points:

- What assistance could be provided for the Fishers as they look for a home in Oxford.
- The need to create a Transition Committee to help Rev. Fisher get acclimated.
- Supply priest options for June and July.

Old Business -- John

- New Vestry member bios – these are needed as soon as possible.
- Miami student exam goody bags – Rosalyn and other parishioners made these happen.
- New front door – Bill said we are waiting for a firm bid from the contractor. It’s expected to be \$32,000 without the hardware. We will apply for \$20,000 in Diocese Creation Care and Church Foundation grants.

New Business

New office assistant

Rosalyn reported that a new administrative assistant – Jody Merrill – will probably start June 1. Rosalyn and Elaine will handle training Jody. Emphasis will be on communication efforts.

Eradicating Systemic Poverty Team of Oxford

Dave is planning to take part in this group and the Oxford Needs Awareness Committee.

Outreach request

The Outreach Committee requested that \$300 of its budget be allocated to the Oxford NAACP's Scholarship Fund.

Vestry unanimously approved this request – Bill moved and Rosalyn seconded.

Discussion

Vestry members discussed the following:

- how to handle the various requirements for upcoming baptisms (candles), graduations (gifts) and weddings (officiant);
- an outdoor event for June 12, Trinity Sunday;
- ensuring phone and email messages are checked regularly in the office; and
- the parish directory has been completed and an events calendar created.

Comments for the Good of the Parish

- John said he attended the Monday Morning Prayer Group and complemented the group on its knowledge and work.
- Dave said he trained four Eucharistic visitors and would like to resurrect that ministry for people who can't come to church. Other volunteers are welcome.
- John said he will send around links to Safe Church and Anti-Racism trainings.
- Jim gave a shout out to Vestry members for good attendance and work, saying "the Holy Spirit is here in the room in a way that is heartwarming."

Closing prayer led by Stephanie

Respectfully submitted,

Stacey Peterson

Stacey Peterson, Clerk

Attachments:

Q1 2022 Endowment Fund Report
Note from Jack Southard.