

## Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

July 18, 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, Margaret Smith, Jessica Sparks and Bill Ubbes Guest: Elaine Brandner

**Absent:** Karen Schilling and Stephanie Southard

**Spiritual reflections** led by Alex

**Agenda for 07-18-2022 meeting** was approved with minor wording changes – Bill moved; Jennifer seconded.

**Minutes for the 06-14-2022** were approved as amended – Rosalyn moved; Bill seconded.

### **Proposal for the front door project – Elaine**

A proposal from Maria Schertler of App Architecture to replace the front (main door entry to church on north side), side (red door on the west side) and nave doors (Bishop's Foyer entrance) was sent to the Vestry prior to the meeting. Elaine reported that she and Jim have drafted proposals for the Diocese Church Foundation and Energy Efficiency grants. Drawings of the doors will be needed to go forward with the project.

After discussion, the Vestry approved a motion to close the discussion – John moved; Jessica seconded. A motion to hire App Architecture to prepare the construction documents at the quoted fee of \$5,858 was approved – John moved; Bill seconded.

### **June Financial Report – Jim**

The June Financial Report and the Expense Detail Report for Q2 were distributed to Vestry members prior to the meeting. Jim noted a few data points are over budget on the income side:

- Line 4329 (Other for Operations) because of proceeds from an insurance claim for a leak.
- Line 4354 (For Transmittal to Other Organizations) because of money collected to send to Episcopal Relief and Development for Ukraine.
- Line 4720 (Other Grants) is over budget because of a Food Ministry grant.

On the expense side, Jim said the following about over budget items on the expense side:

- Line 5165 (Ordinary Repairs and Maintenance) because of leak repairs.
- 5699 (Other Liturgical Expenses) because an altar cloth stained by the leak was replaced.
- Other repairs required related to the leak were to the altar and the soffit. Unrelated to the leak, a cracked beam was repaired in the attic.

A motion to accept the June Financial Report was approved – Kathy moved; Jessica seconded.

### **Priest-in-charge (PiC) update – John**

The Fishers have moved into their Oxford home. People are welcome to reach out to them. John will resend contact info.

### **Media and tech upgrade – John**

Robinson Communications has updated its inspection of a year ago. Holes must be cut in the narthex ceiling for wiring. The funds for this work have been set aside, and work will begin soon.

### **Old Business**

#### **Active Shooter Plan**

John said he plans to do a resolution thanking Oxford police officer Robert Reihls. He (John) is also making edits to the existing Active Shooter Plan that reflect Officer Reihls' recommendations.

#### **New office assistant**

The office assistant position is vacant again; Jody Merrill will not be taking that position. Dave recommended holding off on further action until Rev. Fisher arrives.

#### **Office coverage**

Dave is in on Mondays and Thursdays, Rosalyn Tuesdays and John Wednesdays and Fridays.

#### **Communication**

Dave continues to handle getting the Bulletin out

A decision on a Vestry newsletter awaits Rev. Fisher's input

#### **New parish yearbook**

Vestry members expressed interest in the possibility of a new parish yearbook. John said he will get in touch with the company that does them.

#### **New Business**

##### **Farewell to Rev. Leiserson**

Plans were discussed for a coffee hour in Rev. Leiserson's honor on July 31.

A motion to present Rev. Leiserson with a Holy T pin was approved. Rosalyn moved; John seconded.

##### **Welcome back-welcome Rev. Fisher-Rally Day picnic**

Plans for an August 28 event were discussed, including holding it outside and having ministry committees showcase what they do. John and Rosalyn will follow up with committee chairs.

#### **Discussion**

Vestry discussed the following topics:

- Frank Jordan memorial service on Saturday, August 20, at 11 a.m.
- Rev. Fisher's first service on August 7
- Dahoda family's request to have tree planted in Peter Dahoda's memory

#### **Comments for the Good of the Parish**

Bill noted that he would be away in August because his wife, Valerie, would be participating in an Appalachian State University's observance of the 50<sup>th</sup> anniversary of Title IX. Valerie was the first Title IX scholarship athlete at the Boone, N.C., university.

**Closing prayer** led by Alex

Respectfully submitted,

*Stacey Peterson*

Stacey Peterson, Clerk