

Vestry Minutes

Holy Trinity Episcopal Church, Oxford, Ohio

Nov. 9, 2022



Present: Rev. Julie Fisher, priest in charge; 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 Shilling, Margaret Smith, Stephanie Southard, Jessica Sparks and Bill Ubbes

Spiritual reflections led by Karen

Agenda for the 11-09-2022 meeting was accepted – Bill moved; Stephanie seconded.

Minutes for the 10-11-2022 meeting were accepted Rosalyn moved; Stephanie seconded.

October Financial Report – Jim

The October Financial Report was distributed prior to the meeting. Jim made the following comments:

- Money from the Frank Jordan bequest is in the bank (line 4328).
- \$1,800 Capital Assets expense (line 5130) was for wiring for audio-visual equipment.
- Maintenance Contracts (line 5171) is \$1,400 over budget because contractors have raised fees.
- Office Equipment (line 5205) is over budget because we spent \$1,022 on new computer.
- A donation has been sent to Bexley Seabury Seminary (line 5820) as part of Seminary Sunday.

A motion to accept the October Financial Report was unanimously approved – Jennifer moved; Stephanie seconded.

Finance Committee update – John

Minutes of the Finance Committee's October 10 meeting were distributed prior to the Vestry meeting.

Banking resolutions – Jim

Vestry discussed and unanimously approved a resolution designating Rev. Julie Fisher and Rev. David Guilfoyle as authorized signers on the new First Financial Bank account for the Rector's Discretionary Fund – Rosalyn moved; Jessica seconded.

Vestry unanimously approved the following two resolutions – Karen moved; Jennifer seconded.

1. James Michael, Jack Southard and Mary Bausano are authorized signers on the Somerville Bank account, #5692.
2. James Michael, Jack Southard and Mary Bausano are authorized signers on the Bath State Bank account, #20114044.

Endowment Report – Kathy

Vestry members received copies of the Quarterly Report of the Endowment Trustees. Kathy reported the following:

- As of September 30, Merrill Lynch investments are down a bit, and PNC account has dropped \$51,000.
- No changes were made to the Merrill Lynch holdings.
- We have cash on hand to meet any needs in the 2022 budget.

- The annual withdrawal of operating funds has not happened yet and is under discussion.

Vestry members unanimously approved a resolution to replace Diana Uhlman with Bob Dice as an Endowment Trustee – Stephanie moved; Alex seconded.

Frank Jordan bequest – John

Vestry members discussed how to handle investing the Frank Jordan estate gift, while decisions are made on its future use. Jim noted a next step would be to create an account in the name of Holy Trinity Episcopal Church, so the fund's unrestricted principal and interest do not get mixed in with the endowment funds.

Priest-in-Charge Report – Julie

Julie noted the following events, activities and efforts:

- Discussions are in progress with the Presbyterian youth minister to revive the youth ministry relationship between the churches.
- The parish administrator job description is done; Karen and Julie are working on a marketing plan.
- The Worship Committee planned services through 2023; information will be shared soon.
- Julie thanked Dave for experimenting with an all-inclusive leaflet.
- Pastoral care visits are underway. Julie and Dave plan to revitalize the Eucharistic visitors program to take over some of that work.
- The October Community Dinner went well; the November dinner is being planned. Vestry members discussed strategies for reaching local food insecure residents. Communication and transportation are priorities.
- Julie has communicated with people working with Oxford's homeless population. Vestry discussed strategies for building those relationships.
- Dave's Letter of Agreement and job description are in the works.
- One funeral is being planned.
- New topics for Adult Forum will be discussed shortly and added to the calendar.
- Julie is providing Advent devotional links and resources.
- She also will share information from an Oxford prayer group with the Holy Trinity prayer group.

Old Business – John

New Front Door Project

John read an update from Elaine Brandner on the status of the front door project in which she said all the Diocese's Church Foundation Grant money has been allocated for 2022. As a result, we will submit our application for the February meeting.

Vestry members unanimously approved a motion to go forward with the project to replace the church front door and related work that has been previously identified – Bill moved; Stephanie seconded.

Media and tech upgrade

Robinson has completed its work \$3,200 under budget. The TCP installation will happen the week of November 15. John is soliciting suggestions for how to use the surplus funds. Suggestions included a new projector and replacing hearing aid-compatible listening devices in the sanctuary.

Holy Trinity yearbook

Everyone showed up for the October 19 photos; November 22 is the second date for pictures.

Parish Nominating Committee

John will announce on Sunday who is on the Nominating Committee, its timeline and scope of work.

New Business – John

Discernment committee for Frank Jordan bequest

Julie noted the need to think strategically and move slowly on this, and that January is a good time to do strategic planning. Revitalizing the Gift and Memorial Committee was suggested.

Lessons and Carols

The Lessons and Carols service will be December 4, followed by a social gathering in the undercroft. John is looking for someone to plan the event.

Topics for future discussion

Connecting with Diocese

Some parishioners are interested in working with the Diocese. John suggested setting up a group to pursue this.

Comments for the good of the parish

Vestry unanimously approved the following resolution – Bill moved; Stephanie seconded:

Resolved, that the Vestry of Holy Trinity Episcopal Church expresses its sincere gratitude to Jack Southard and the Stewardship Ministry (Rosalyn Benson, Marianne Dice, Rev. Julie Fisher, Jeff Ittel, and Sarah Michael) for volunteering their time, leadership and preparation to help commence the 2023 Annual Pledge Campaign.

Vestry also approved by acclamation the following:

Resolved, that the Vestry of Holy Trinity Episcopal Church expresses its sincere gratitude to Rosalyn Benson for her first-class work in creating a new Parish Directory from many sources, relevant and obscure, that we may engage and re-engage with our friends and neighbors. Be it further Resolved, that Rosalyn Benson and Rev. Deacon Dave Guilfoyle who, as the closest individuals we have at present resembling Parish Administrators, continue to keep the office lights on, answer the phones, return the messages and keep us in touch with the congregation as best we can, as we look forward to welcoming a new Parish Administrator in the new year.

John thanked people for supporting Hillel, and Rosalyn noted we are partnering with Hillel on December 2 Red Door concert.

Closing prayer led by Karen

Respectfully submitted,

Stacey Peterson

Stacey Peterson, Clerk