

**TRINITY CHURCH LIME ROCK
MINUTES OF THE VESTRY MEETING
MAY 20, 2007**

Since we had just left the Holy Eucharist, the opening prayer was omitted. Present were Linda Lloyd, Alexis Dorf, Martha Nesbitt, Martha Baer, Mary Anne Carley, Jim Conzo, Roy Bickley, Tom Schindler, Cheryl Duntz, and Geoff Brown. Absent was Vicar Clements.

Alexis moved, and Martha Baer seconded a motion that we approve the minutes of the April meeting as circulated and read. The motion passed. Jim moved, and Cheryl seconded, a motion to approve the minutes of the special meeting regarding the Boychoir. The motion likewise passed.

Treasurer's Report:

Martha Nesbitt distributed copies of the current financial statements. They disclosed that the budgeted deficit has not closed. Martha noted that we will be withdrawing \$5000 from the endowment this year to cover operating expenses, up from \$4500 last year. She also noted that Vestry members have contributed \$570 toward the expenses of the forthcoming boychoir concert, thus mostly defraying that expense. Martha Baer moved that we accept the Treasurer's report and Geoff seconded. The motion passed.

The Vestry then addressed ways to reduce operating expenses and to permit expenditure of any funds remaining after the deficit is closed to three ministries: music, children and youth, and adult education.

The first expenditure reduction considered was the elimination of a temporary staff position, that of the parish secretary. Linda noted that Fr. Clements had checked with the Diocese and they had no objections to our eliminating the position. The following reasons to eliminate that position were enumerated: (1) we cannot afford to continue the expenditure (2) we no longer use 15 hours of clerical time per week since Fr. Clements prepares the order of service himself (3) Fr. Clements is planning on being in the building more in the future (4) other functions can be handled by volunteers, e.g. Judy Brown, Buildings & Grounds chair, can order supplies.

Linda stressed that this decision was entirely a financial matter, and did not reflect in any way on the incumbent. She also noted that Fr. Clements would have no problem providing a favorable reference for the incumbent should he be asked for one.

Martha Baer asked how much severance we should pay. Alexis responded that she had been advised by Jack Spaeth at the Diocese that it was appropriate to pay severance weekly through June 30, i.e. five or six weeks.

Roy noted that due to Safe Church, the incumbent, a parishioner, would have to be replaced in the position anyway.

The discussion having concluded, Roy moved that we eliminate the temporary clerical position with compensation weekly until June 30. Martha Baer seconded the motion. The motion passed unanimously.

Martha Baer moved, and Martha Nesbitt seconded, a motion that the Clerk be directed to prepare a resolution thanking parishioner Danielle Gaherty, the incumbent in the temporary clerical position, for her assistance during this period of transition. The motion passed unanimously.

The second expenditure reduction concerned the present copier, for which the parish is paying \$400 per month rental, or \$4800 per year. Linda noted that she and Alexis had asked Geoff and

Al Dorf to analyze alternatives to the present copier with an eye to maintaining maximum capabilities yet generating maximum expense reduction.

Geoff reported that he and Al Dorf had performed a preliminary evaluation and that, if we would view the printing/copying functions somewhat differently, we could potentially achieve a \$3000 saving in the first 12 months with greater savings in subsequent months, with minimal loss of functionality.

The analysis proposed differentiating between "convenience copying" – to be performed on a convenience copier (to be purchased for approximately \$500), and printing computer files – to be performed on a computer printer with duplexing capabilities that could handle 11x17 paper (to be obtained as a refurbished device for approximately \$600). Included in the proposal was \$400 for copying jobs that might be outsourced to Kinkos/QuickPrint or another copying house during the 12 month period, and well as a \$300 contingency fund for printer/convenience copier repair during the period. It was noted that we would lose the capability of automated folding and stapling output that we currently have, but that this could be performed manually or outsourced if necessary.

Martha Nesbitt inquired whether Christine was on board with this proposal, and Geoff replied that he had not discussed it with her. It was the sense of the Vestry that her buy-in would be necessary for this proposal to proceed.

Jim moved that Al and Geoff should be asked to proceed with this proposal, to discuss it with Christine and get her concurrence, and to provide specifics at the next Vestry meeting. Cheryl seconded the motion, and it passed unanimously.

Linda then presented the Wardens' Report.

The first matter for discussion was individual assignments for the forthcoming American Boychoir/Chorus Angelicus concert.

It was noted that several Vestry members would be contributing the food for the dinner for the two choruses, their chaperones, directors, and other staff. The food is to be delivered to Walker Hall no later than 5 PM on the day of the concert.

Tom Schindler will take charge of removing the choir pews for the concert, and he will be assisted by Geoff Brown and John Lloyd. The boychoir will bring their own programs, and Tom will ask if the Chorus Angelicus can bring inserts for them.

The importance of having someone to superintend parking was discussed, and Jim will undertake this function, beginning at 5:30 PM.

The sense of the Vestry was that, with the cooperation of all, this would be a successful venture both artistically and economically for the parish.

Linda also reported that the Memorial Day Tag Sale is on target for the coming weekend, and that Vestry are asked to contribute their time in helping, their baking skills for the bake sale, and their goods to sell at the sale. Geoff recommended that next year the sale also include soccer boots as these are currently a hot item in the parish, and the sense of the Vestry was that sports equipment in general was a desirable inclusion.

Linda also noted that Al Dorf will be donating and marinating steaks for the cookout at 6 PM on that day.

With regard to the Chamber of Commerce application, Linda noted that she had completed the application and it was awaiting submission with a check.

With regard to the possible stained glass window donation, Linda reported that Fr. Clements had met with the donor, who was amenable to funding a rose window for the alcove where the organ pipes were, making it a sort of side chapel.

Linda noted that the Vestry needs to establish liaisons with all the ministries of the parish, and requested that all Vestry members bring their preferences to the next meeting.

The following items were tabled due to the late hour:

- Buildings and Grounds:
 - Kitchen use by outside groups
 - Results of Rectory meeting
- Stewardship
- Outreach:
- Children's Programs
- Inventory
- Art Show
- Accepting donations via website
- Consideration of walking/jogging trail

Vicar's Report:

There was no Vicar's Report as Fr. Clements was not present.

The next meeting will be held on the third Sunday of June, June 17.

Linda closed the meeting by leading the Vestry in the Lord's Prayer.

Respectfully submitted,

Geoffrey Brown
Clerk of the Vestry