

**Minutes of the Meeting of the Vestry
Of Trinity Church, December 13, 2009**

The Rev. Heidi Truax led us in an **opening prayer**. Present at the meeting were Pastor Heidi, Al Dorf, Pat Barton, Bob Reid, Janet Walker, Martha Baer, Linda Lloyd, John Lloyd, Alexis Dorf, Jane Canfield, and Geoff Brown. Absent was Roy Bickley.

Pat moved and John seconded a motion to approve the **minutes of the November meeting** as circulated. The motion passed by voice vote.

John presented the **Treasurer's report**. It appears that we will complete the year in a satisfactory financial position. Pastor Heidi requested clarification regarding some of the less-than-informative account captions, and Linda responded that they dated from the ASWEEPS organization structure that dated from more than a decade ago and is no longer in effect. Alexis explained ASWEEPS and noted that it forms the basis for the pie charts in the annual report. Discussion revealed that it would be fairly easy to change the chart of accounts to more meaningful captions such as "Clergy compensation" and "Property, plant, and equipment".. Linda moved and Martha seconded the motion that the Treasurer's report be accepted subject to changes in the chart of accounts to reflect more comprehensible terminology. The motion passed by voice vote. With regard to the ongoing effort to locate the by-laws, Alexis noted that she believed that she had a set and will advise the Vestry.

Linda presented the **Wardens' report**. She noted that she had contracted with the Vintage Sports Car Club to rent the field and the use of the kitchen and Walker Hall for Friday night, June 4, for \$300. The Club will use a caterer and erect a tent in Reid Field. It is likely that this will lead to other rentals by car clubs going forward. Pat noted that they should provide us with a certificate of insurance, and will coordinate this requirement with Linda.

Linda also reported that the Christmas Bazaar netted approximately \$1800 but that results are still coming in.

Pastor Heidi then presented the **Vicar's report**. She thanked the Wardens for providing a summary of their duties as requested. She then asked what process is used at Trinity to add people to ministries – for example, to add newcomers to Food Teams. The need to develop or update a list of who is responsible for what and to post it in Walker Hall was articulated, and this will be undertaken following the Annual Meeting. Following discussion it was concluded that the parish ought to hold a volunteer fair/ministry fair in the spring. The need to obtain photographs of new people so that they can be greeted by name was discussed, as were any potential privacy concerns.

The Vestry was reminded of our duty to circulate and "meet and greet" at coffee hour so that newcomers are made to feel welcome and to begin the process of their integration into the parish.

Pastor Heidi proposed that we hold a Vestry retreat with the vestries of St. John's Salisbury, Christ Church Canaan, Christ Church Sharon, and, if they are an entity, of the group in Cornwall, at a location not connected with any of these parishes. Salisbury School is being investigated for this purpose. The

Vestry prefers to do this on Saturday, March 20 with an alternative date of Saturday, March 27. Pastor Heidi will communicate this to the other parishes.

Committee reports:

--**Buildings and grounds:** Geoff reported for the Chair of this committee that the light in the narthex has now been replaced. He also reported that one bid for the roof repair and the interior repair of the water damage has been received, and that the Chair and Jeff Silvernale will visit and inspect a job site of this vendor in Newburgh, NY on Tuesday. A second vendor is expected to view the church this week. John suggested that we ought to undertake the roof repair and complete it before undertaking the interior repair to ensure that the leaks have been stopped before spending the money on plastering, and Geoff was able to say that the bid received so far is designed in a way that facilitates this.

Pat reported that she had made progress with regard to replacing the interior floodlights in the sanctuary, and that Larry Boyle of Sharon Electric has bid \$396 to do the job, replacing all the bulbs with 10 year bulbs. She also reported that he had bid \$348 to replace the parking lot floodlight on the addition with a halogen unit that will satisfactorily illuminate the parking lot. She noted that he can complete the work before next weekend. She also noted that there is considerable opportunity for improvement in the lighting in Walker Hall but that this would require further discussion before proceeding. Linda moved and Jane seconded a motion that Sharon Electric be retained to proceed with the sanctuary lights and the parking lot light. The motion passed by voice vote.

The issue of the damaged vacuum cleaner was then discussed. The Vestry concluded that the cleaning service ought to provide their own vacuum cleaner, and John volunteered to take the damaged cleaner home and see if it can be repaired.

--**Sunday School:** Further explanation was received with regard to the Sierra Leone project, which Beth Ritter-Guth is spearheading for Hotchkiss. No vestry action is needed on this matter at this time. The need for a new bulletin board for the Sunday School room will be handled by the executive committee.

--**Worship committee:** Pastor Heidi provided a summary of the Worship Committee meeting held last week. The first result of that meeting appeared in the order of service in the form of "illuminations" brief context statements for each scripture reading, particularly for those where the reading is not well known or the context obvious. The committee will continue to meet on a quarterly basis.

--**Outreach:** Pastor Heidi noted that Bob Reid has accepted the chairmanship of the Outreach committee, which will hold its first meeting in January. Alexis reported on the gifts for the Cobble residents at Noble Horizons and that she is facilitating an ecumenical book group at Noble focusing on spiritual writings from a variety of sources. These also constitute a form of outreach to that community.

--**Sports:** Pat reported that the Salisbury Recreation Commission will attempt to locate unused softball equipment for us to use during the softball challenge, which will be in the form of an inter-parish round robin. Assuming the field is playable by that date, the challenge will take place on Sunday afternoon, April 25. Pat will investigate ways that this can also be a fund raiser for Trinity, such as charging a fee per team or selling tee-shirts.

The Bishop's 5-K for Kids will be held in West Hartford on Saturday, May 15. It is hoped that Trinity will field participants.

Geoff reported that Courtney Duntz (the founder of the Trinity Summer Sports program) had won the Tyburski award as the best Freshman volleyball player at Housatonic. Geoff was instructed to inquire if it was okay with Courtney that this be announced following the Pageant and if so to make the announcement.

Old business:

--**Candidates for office:** Martha reported that she would like to ask either of two candidates she has for her vestry seat, and the Vestry supported her doing so. Al announced that he had secured a replacement for his seat and that he had agreed to serve.

--**Status of prayer books and hymnals:** Pastor Heidi reported that the order has arrived, consisting of 20 prayer books and five copies of Wonder, Love and Praise. A number of donations have been received; Linda will inscribe the bookplates. Jane Canfield reported that several of the pews are damaged. She was advised to provide the specifics to Judy Brown, the Chair of the Buildings and Grounds committee.

--**AA payment status:** John reported that payments have recently been received and we will cease following this as an open item.

--**Internet access in Vicar's office:** Al has brought in a DSL modem that will hopefully resolve the internet issue.

--**First Responder Sunday in May:** While we had been waiting for determination of the week that will be celebrated as EMS week next May, it was concluded that our calendar was filling so rapidly that we could not continue to wait. As a result, the vestry has declared that Sunday, May 16 will be celebrated as First Responder Sunday at Trinity for 2010.

--**Stewardship program status and next steps:** John reported that \$85,000 in pledges had been received before this morning, with several additional pledge cards in the offering today. He noted that this represented more than 20 pledges. John will provide Pastor Heidi with the names of those who have pledged and she will send them thank-you letters. Linda and Pastor Heidi will meet to draft a second letter to those who have not yet pledged, which will go out over Linda's signature. Subsequent steps will be determined.

New business:

--Linda observed that several of the **new ushers** are not completing the tasks for which they are responsible, including replacing books in pews, picking up orders of service, and locking the door. She will prepare a list of duties for the ushers.

--**Installation service for Pastor Heidi** in January: The Diocese has indicated that while we are not scheduled for an Episcopal visit this year (Bp. Smith visited us last summer), it is likely that one of the Suffragan Bishops can visit us on a weeknight in January to install Pastor Heidi. It was the wish of the Vestry that the visit be scheduled for Friday, January 8 or Friday, January 29.

--Following discussion, Pastor Heidi moved and Geoff seconded a motion to pay **bonuses** to Christine, Lisa, and Junior via the general fund in agreed-upon amounts. The motion passed by voice vote.

--The date of the **Memorial Day picnic** was set as May 29, with the **Trinity Sunday picnic** the following day.

January meeting date and date of Annual Meeting: The next meeting of the Vestry will be January 10. The date of the Annual Meeting was set as January 31, and the Vestry decided that the lunch will be potluck.

Pastor Heidi led us in a closing prayer.

Respectfully submitted,

Geoffrey Brown

Clerk