

**Minutes of the Meeting of the Vestry
Of Trinity Church, February 21, 2010**

Pastor Heidi opened the meeting with a prayer. Present were Al Swide, John Lloyd, Pastor Heidi, Janet Walker, Alexis Dorf, Bob Reid, Jane Canfield, Linda Lloyd, Lynn Gaffney, and Geoff Brown. Absent was Pat Barton.

The Vestry participated in a short Bible study based on The Acts of the Apostles 1:1-11.

Pastor Heidi welcomed the new Vestry members and new Warden. Alexis was asked to furnish the new Vestry members with copies of the by-laws, and Pastor Heidi is working on obtaining a book for all Vestry members with regard to duties of a Vestry.

Linda moved and Jane seconded a motion that the minutes of January meeting be approved as circulated. The motion passed by voice vote.

John Lloyd distributed the Treasurer's report and led a discussion of it. Notable is that pledges currently stand at \$118,000, just short of the \$120,000 budgeted in this category. John noted that considerable maintenance expense was incurred in January, including work on the boilers. With regard to the balance sheet, it was noted that an inspector from the Diocese had examined our buildings and would shortly return to complete the job. Al inquired about the nature of the Harwood Fund, and Alexis provided a short summary of that endowment fund's history and restrictions. Lynn moved and Jane seconded a motion that the Treasurer's report be accepted. The motion passed by voice vote.

Pastor Heidi covered four short items in her Vicar's report. First, she indicated that she thought that it might be an improvement if a table around which the Vestry could sit to meet be brought in replacing the white couch. She reminded the Vestry of the upcoming Vestry retreat to be held March 20 at the Salisbury School, to be held in the downstairs room of the new library. A show of hands revealed that all present plan to attend. The hours will be 9:30 AM until 3:30 PM, and all should plan on providing \$10 for lunch. Bill Kellett had mentioned to Pastor Heidi that the "Episcopal Church Welcomes You" signs could be funded if we can locate a place to put them. Separately, Linda noted the need for a washboard style sign for the lawn. Finally, Pastor Heidi noted that the current lectern Bible is an historic one and in the King James translation, which we no longer use. She noted that replacing it with a Bible in the current translation would cost around \$1000 and can be a fine memorial gift for someone inclined to make such a donation.

For Warden's reports, Linda did not make any report, and Alexis noted that she wished to focus on the spiritual growth of the parish.

Committee reports followed:

- Geoff provided the Buildings and Grounds report. He noted that one bid for the roof repair has been received, and two other vendors are under consideration, with the next vendor visit

expected next week. She noted that a bid is expected Monday from Perotti to replace the existing hot water header with an on-demand heater. Linda moved and Alexis seconded a motion to empower the Buildings and Grounds chair to order the on-demand header forthwith if the bid comes in for \$1000 or less. The motion passed by voice vote. With regard to illumination of the Trinity sign, Alexis will contact the Town Hall for restrictions we must comply with. She will also investigate exterior illumination of the church. As requested, the Fire Marshal has inspected the premises, noting that the Kitchen requires inspection. The Torrington Area Health District will be contacted to request this inspection, which had always previously happened automatically. The capacities for Walker Hall under several configurations were determined by the Fire Marshal to be 78 for a banquet set up (tables and chairs), 168 in chairs for a lecture, and 235 standing. The following additional Buildings and Grounds matters were raised: Doormats for several doors are needed. It was agreed that one of the Wardens would pick these up when they next visited Home Depot. Pastor Heidi noted that recycling does not seem to be occurring. This matter was left for subsequent investigation and resolution. Pastor Heidi inquired about the alarm system. After it was concluded that we did not know much about the system or its purpose or operation, the Buildings and Grounds chair was asked to investigate it so we could decide on its future use and disposition. It was reported that Gordon Gustafson had replaced a sink and a vanity in the Rectory at his own expense. The Clerk was directed to write Christine and Gordon a thank you note for this and for the other work they do to maintain that historic structure.

- Pastor Heidi reported on the Sunday School. She noted that attendance continues to grow, and that next Sunday will be a Young People's Sunday in church. She noted that we will be flowering the Cross on Easter, and that the children will be searching for the Allelulias that they hid on the last Sunday before Lent. Alexis noted that the young people normally dye Easter Eggs on Easter Saturday morning, and this will continue. Linda asked that all Vestry bring a dozen or more plastic Easter Eggs with candy in them for the Easter Egg hunt on Easter. In a separate matter, as the Sunday School grows and additional use of the Nursery is anticipated, Lynn was asked to spec out a window between the Sunday School room and the Nursery that would permit Safe Church coverage. Bob noted that the window needs to be plexiglass.
- Pastor Heidi provided the Worship committee report. For Holy Week, we will Tenebrae at 7 PM on Maundy Thursday, the Seven Last Words (with visiting clergy) at 7 PM on Good Friday, the Easter Vigil at 7 PM on Holy Saturday, and two services at the usual times on Easter.
- Bob Reid provided the Outreach report. He noted that the committee is still in organization, and trying to determine both short term and longer term projects and activities. It was noted that Bill Kellett, who normally takes the food to OWLs Kitchen, will be away for a month, and a volunteer is needed to take over that function in his absence. Lynn volunteered to do so..
- Geoff reported on Sports. He noted that Pat is taking charge of the softball challenge, and asked everyone to support the Bishop's 5K for Kids, providing as well some background regarding

Trinity's interest in this activity. He noted that the young people so far seem to favor having both volleyball and tee-ball this summer, and desired that both run simultaneously.

- , summer sports

The following matters were discussed under old business:

- Continuing the practice of having one Vestry member responsible for each major activity in the church in order to be able to keep the Vestry up to date on developments, the following assignments were made for 2010:

Subject matter area	Vestry member(s) responsible
Adult education, including EFM	Alexis Dorf
Altar Guild	Jane Canfield
Arts, including Art Show	Linda Lloyd
ECW	Jane Canfield
Finance	John Lloyd
Flowers	Lynn Gaffney
Hospitality	Linda Lloyd
Lime Rock Park	Al Swide
Worship	Linda Lloyd
Music	Pat Barton
Buildings and Grounds	Alexis Dorf
Outreach	Bob Reid
Sports/Recreation ministry	Geoff Brown
Stewardship, annual giving, fundraising	Bob Reid
Communications (including Trinity Times , Trinity Update , website , Facebook, etc.)	Geoff Brown, Alexis Dorf
Rota	Linda Lloyd
History/Archives	Geoff Brown
Cemetery Liaison	Pastor Heidi
Welcoming and newcomers	All Vestry Members
Nursing homes	Pastor Heidi and Alexis Dorf
Office volunteers	Janet Walker

- Lynn reported on the Labyrinth/pet memorial garden. She reported that for a number of good reasons the location had been moved from the original site to the Reid Field end of the building. She noted that currently plans include a labyrinth with memorials around the perimeter, and that donated plantings can be accommodated. She noted that Martha Baer

had been in touch with a labyrinth company, and that Jane Cooke will also participate in the deliberations of the committee, which, in addition to Lynn and Jane Cooke, Jane Canfield, Martha Baer, and Judy Brown. Pastor Heidi noted that the Diocesan labyrinth will be in Walker Hall on March 14 to begin our introduction to labyrinths.

- Jane Canfield reported that First Responder Sunday is on schedule to occur on May 16, and that she will be contacting the Squads and Companies shortly. In response to a question about whether Pastor Heidi requires an Aspergillum to bless the assembled vehicles, she believes that a branch with leaves will suffice.
- Linda noted receipt of capacity numbers for Walker Hall and briefed the new Vestry members regarding the intent of the parish to rent it out as well as plans already in place. It was noted that the kitchen is within the responsibilities of the Buildings and Grounds chair, and that an inspection will be needed.

The only item of New Business concerned the form filed annually by the Clerk with the Diocese regarding the Delegate to Convention. Since it has already been filed but did not include the name of the Alternate Delegate, the Clerk was directed to file an amended form.

The next meeting of the Vestry will take place following the Vestry Retreat at the Salisbury School on March 20 at that location.

Pastor Heidi closed the meeting with a prayer.

Respectfully submitted,

Geoffrey Brown, Clerk