

## **Minutes of the Meeting Of the Vestry of Trinity Lime Rock Sunday, March 13, 2011**

Pastor Heidi led the Vestry in an Opening Prayer. Present were Pastor Heidi, Lynn Gaffney, John Lloyd, Janet Walker, Martha Baer, Alexis Dorf, and Alan Swide. Absent were Pat Barton and Bill Kellett. Pastor Heidi led us in a brief Bible study concerning the Book of Esther, which will be continued in future months.

There were minutes of two Vestry meetings awaiting approval. John moved that the minutes of the February meeting be approved, and Alan seconded the motion. The minutes were approved by voice vote. Alan moved that the minutes of the MMR meeting be approved, and Lynn seconded the motion, which was likewise approved by voice vote.

### **Reports:**

John Lloyd provided the Treasurer's report, which had previously been distributed. Several matters were discussed and resolved in this context. On the recommendation of Pastor Heidi, an expense category entitled "Parish life" to handle such expenses as music at the Shrove Tuesday pancake supper will be created with no budget allocation for this year.

Due to liturgical changes introduced as a result of a decision at the Mutual Ministry Review, it was felt that it was necessary that the parish have an explicit policy stating that participation in a worship service by a parishioner is not eligible for remuneration; rather it is to be considered a gift or donation. The policy was adopted by unanimous consent of the vestry.

The proceeds of the Pancake Supper will be donated to the Northwest Fuel Bank. The amount of the donation is to be determined.

The Quickbooks conversion process is now completed.

The online giving process will be tabled until Martha Nesbitt is available to work on it.

Martha moved that the Treasurer's report be accepted and Alexis seconded the motion, which passed by voice vote.

Alexis provided the Warden's report. She advised the Vestry of the reported fall by a Crescendo singer on the ice and advised the Vestry that a current certificate of indemnification is on file for Crescendo. She also reported that 25 were in attendance for the first Lenten session at Noble Horizons.

Pastor Heidi provided the Vicar's report. She advised us of the successful completion of the Honduras Mission Trip at no cost to the parish, and noted that some interest has already been expressed in repeating the trip next year. She recommended to the Vestry that for future trips of this nature that we adopt a three part funding policy, where the individual attending pays 1/3, the parish pays 1/3, and the remaining 1/3 is raised via a fund raiser.

She also provided further information about the forthcoming Vestry Retreat. As scheduled, it will begin at 9 AM sharp on March 26 at the Salisbury School. The presenters will be Mary and Don Gates and Ben Brockman. The theme will be "We all face the same challenges; what now?" The schedule includes lunch at noon catered by Freund's Farm, with informal discussion afterwards. Vestries from Trinity, St. John's, the mission in Cornwall, and the parish in Bantam are planning on attending. Geoff is to invite the remainder of our congregation to attend, and to request that both the absent Vestry members and other parishioners who wish to attend notify Pastor Heidi. The cost per person is \$12, and scholarship assistance is available.

Geoff opened the Young People's report with a report of no additional progress since the Parish meeting approving the agreement. He did note that NUSC has its largest signup ever for Spring Soccer, and suggested that even before executing the agreement and improving the field they may find it necessary to use it for practice. It was concluded that such use would be permissible if the hold harmless is on file in advance. In further discussion, Geoff was asked to investigate ways that the NUSC Board might meet the Trinity Vestry to facilitate future cooperation.

With regard to the Sunday School, Pastor Heidi requested that she be permitted to take the subject offline to attempt to come up with a solution or at least with next steps. The Vestry will provide her with thoughts and support in accomplishing this. In a related matter, the birthday party for a Sunday School student for which Walker Hall was rented last evening was adjudged a success and a good opportunity for the community to become familiar with Trinity.

With regard to the ad in the Lakeville Journal, it was noted that the ad ran but that the rendition provided by that paper was too dark making it difficult to read. Another ad will run for Holy Week.

Outgoing Outreach chair Lynn Gaffney gave the Outreach report. Alexis moved and Martha seconded a motion expressing the thanks of the Vestry to Lynn for her efforts and many accomplishments in this position.

It was concluded that the Quiz Night will not occur this year, and may be considered in the future if someone volunteers to manage the project.

Outreach will have a table at the Memorial Day weekend Tag Sale as previously stated.

With regard to the upcoming Bishop's 5-K for Kids, Pastor Heidi will ascertain if Randy Orzano will again head up the organization of the Trinity team. The sense of the Vestry is that we would like to underwrite the activity to the extent that we can have the Trinity name on the official tee-shirts, assuming it is within the Outreach budget to do so. Pastor Heidi will follow this up.

With regard to the \$1000 donation originally purposed for a well in Africa but rejected by the beneficiaries, John moved and Lynn seconded a motion that the money be used as a fund to underwrite future projects in Honduras. The motion passed by voice vote.

With regard to the Sharon Soap Box Derby, Alan volunteered to investigate what is involved and report back at the next meeting whether he is able to undertake management of this project.

With regard to finding a new Outreach chair, Lynn will check with her present membership to see if any are interested in stepping up to the assignment.

Geoff provided the Buildings and Grounds report. He noted that the dishwasher had broken and has now been repaired. He also noted that a heating pipe in the rectory had burst but likewise had been repaired. With regard to the pipe, no further action is appropriate until autumn when either we will proceed with updating the Rectory heating system or we will charge the existing heating system with antifreeze (which would be done with an updated system regardless).

Geoff presented a bid from Jeff Silvernale for \$720 to repair the remaining pews, noting that the previous bid that had been received was for \$5000. John moved that the bid be accepted and Lynn seconded the motion, which passed by voice vote.

## Old Business:

With regard to the Emergency Plan, the following accepted deliverables:

Geoff will undertake Category II, item 1 (Print and visual inventories of your property-related assets and vulnerabilities). He will enlist the assistance of Alice Tweed to work with him to

provide a video record of Altar Guild materials and will provide both a DVD and stills of individual objects.

Under Category IV (Secure storage of archives and records; print and electronic), Judy Brown, Buildings and Grounds Chair, will be tasked with working with John to obtain the “fireproof, waterproof, lockable box or safe” required by item 1. John will document compliance with item 4 (software and electronic files). Geoff will continue to work on his ongoing project of scanning and producing CDs or DVDs of parish registers and vestry minutes to send to the Diocesan archives to comply with item 5.

Under Category V (Multiple plans), Pastor Heidi will take responsibility for creation and testing of an evacuation plan (item 1). Item 2 (a shelter in place plan) will be indefinitely deferred. Geoff will continue to work with existing communications approaches to implement an internal communications plan (item 5). Remaining tasks will be tabled.

Vestry subject matter assignments were resolved as follows:

Lynn will be responsible for the Altar Guild.

Alexis will be responsible for the ECW.

Alan will be responsible for the Men’s Group.

Alexis will be responsible for Hospitality.

Pastor Heidi will be responsible for Worship.

All other assignments will remain in place.

With regard to a price list for parish use and services, Pastor Heidi presented a draft recommendation. Following discussion, it was concluded that some of the prices ought to be adjusted; Pastor Heidi will present the adjusted list at the next meeting. Alexis so moved, and Lynn seconded the motion, which was approved by voice vote.

With regard to marriages at Trinity, all Vestry members were requested to view the present website page and comment.

With regard to addressing the administrative burden Pastor Heidi is currently carrying, Alexis reported that she is now working in Microsoft Publisher and learning the process of developing bulletins. Geoff will add a generic request to the Trinity Update for volunteers to undertake projects or ongoing duties in this area.

With regard to our objective of moving Pastor Heidi to full time status, she reported that she is currently serving on a task force with Bishop Ahrens that is addressing the policies affecting relations of priests to parishes in the Diocese. In view of the fact that the recommendations will not be known for some time, Pastor Heidi recommended no action on this item for the time being. Geoff asked how much it would cost to make Pastor Heidi fulltime, and John noted that during the Long Range Planning process this had been estimated at \$15,000 per year. The subject will be tabled.

With regard to the Sunday School, while reporting that the nursery director is now also bringing Geer residents to church, Pastor Heidi asked that the subject be tabled and that she continue to work on it with input from the Vestry.

With regard to our objective of introducing variety in our corporate worship, Pastor Heidi noted that today we had done the Great Litany in Procession (something that had not been done at Trinity in at least a decade), and that Morning Prayer will be held at the 10:30 AM service one Sunday soon. This process will continue, but for the purposes of Vestry action is considered completed.

With regard to the Labyrinth project, at the recommendation of the Vestry, Bob Gilcrest, a parishioner who is also a landscape architect will be added to the project. Martha will produce a proposal at the next Vestry meeting.

With regard to assisting Crescendo, Janet reported that the project can be considered completed.

### **New Business:**

No new business was brought before the Vestry.

Under Concerns, none were noted. Pastor Heidi inquired which Vestry members need new name tags.

The next meeting will be held on April 17.

Martha moved that the meeting be adjourned, and Pastor Heidi dismissed us with a prayer.

Respectfully submitted,

Geoffrey Brown, Clerk

### **Currently Tabled items:**

- Emergency Services Support
- Online Giving project
- Uncommitted Emergency Plan deliverables
- Moving Pastor Heidi to fulltime status
- Develop strategy for young people/Sunday School