

Vestry Meeting Notes March 8, 2020

Attendees: Alice Sawyer, Larry Bowen, Sue Carpenter, Gabby Burton , Morris Altizer, Kraig Wilson, Judy Anderson, Harry VanGelder, Kenedee Morse

Absent: Erica Fulton, Carrie DeJonge

1. Check In/Prayer Requests - None
2. Opening Prayer—Vestry Member Judy (open with prayer, reading, your choice)
Judy read an article about what it means to be “a Christ Centered Life”. Everyone reflected on what stood out for them. (It's a process, no one is perfect, show the love that is Christ, not religion, in all situations, make decisions based on what would please the Lord (Scriptures: Philippians 3:10; Psalm 19:9; Proverbs 16:6),
3. Consent Agenda and Updates - None
4. January Minutes - accepted as written; motion to approve by Kraig ; seconded by Larry
5. Financial Report - Nancy requested to postpone presenting the report until later in the week until after Sean meets with the new bookkeeper and she catches up with reporting. Also suggested to present the February report at the next vestry meeting. Kraig asked about
6. Safe Church 2/29/2020
 - Those attending shared their reactions to the safe church training, which was deemed quite helpful.
 - One suggestion concerned walk-throughs and locking outside doors
 - Welcomers identified as the logical ones to do walk-throughs since counting who is in the building is one of their responsibilities.
 - Locking the outside doors is counter to Trinity being an open/welcoming church. Locking unused rooms should be considered
 - Alice - Church safety is a reality and we should not be closed to our vulnerabilities - particularly during the service; perhaps locking one door, near the parking lot and welcomers can notice what happens at the front door.
 - What are the logistical issues involved? Assure that there are no firearms.
 - Kraig suggested welcomers can help survey the property; Gabby suggested
 - Ask Dave to update the Welcomer responsibilities and setup training to include observing; welcomer responsibilities is not only counting, but observing who and what is going on in the building;
 - Discussion tabled until we are able to fully brainstorm issues and possible solutions. Send emails to begin process.; maybe vestry members rotate. parents should be involved in discussion - children have a tendency to wander throughout the building
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7. Priest Time—Alice
 - Parish Hall Board remarks- none

- Follow-up on Vestry Retreat - Discovered what is our DNA (RISO Hudson Questionnaire results). Who are we called to be? Along with our history, the distinctives of trinity include
 - i. adoption, outreach, active/kinesthetic - we like to do things
 - ii. knowing the above helps inform how we move forward
 - iii. one-on-ones help us find out what is needed/changed in the community; Alice asked those attending the adult forum to talk to two people (strangers) this week and get to know them and their needs; she asked the vestry to do the same - to have more intentional conversations and become the feet of Christ in the community.
 - iv. Alice suggested we pass out bags/chocolates with information about trinity.
 - v. We could have a "Community Egg Hunt" the Saturday before Passion Sunday as a way to get people into the church - a way to glorify God (the bags could include invitations to the egg hunt)
 1. use plastic eggs with prizes inside
 2. come inside to open and have cookies and punch
 3. meet our trinity family (perhaps they will want to return)
- Alice asked that we increase vestry participation; we are the leadership and should be models for the parishioners. We should attend as many activities as possible.

8. Junior Warden Time--Kraig

- Mineral Rights Discussion - both Kraig and Alice have contacted the representative; there will not be any sign-off until more information has been gathered; the property is in foreclosure and we have been asked to consider buying. There are minimal dividends received, but we want to make the best decision; Harry suggested we follow-up quickly to avoid losing out. Alice wants to move cautiously to be sure we make an informed decision.
- Reaction to ending Rectory Lease - the lease ends in August, but there is no penalty for leaving early. There had been communication and is in progress; will have to wait to see what happens
- A variety of building updates shared (e.g., lights, rekeyed doors, fire safety issues addressed (exit signs, oven, boiler's checked by the state, etc taken care of.) Alice's office painted; leaks need to be taken care of (Mo or another person/company will do); bigger projects in the near future: carpet cleaned & floors waxed; cleaning the outside grounds. Sue suggested a clean-up day.

- Kraig asked about Ground Maintenance charges for \$1,203; Harry indicated that this should be from the endowment fund. Nancy mentioned Sean took care of.
9. Job descriptions - Sue
- Reviews - we need a formal evaluation system; Sue suggested we may want to form a team to explore options; this is Alice's domain and she wants to talk with Martha about her responsibilities and also with Sean (parse out Randy's job duties) to generate more accurate descriptions and set evaluation milestones/metrics for expectations for staff. Include Brenda also because of some confusion of her responsibility; Sue suggested asking Matria Conliff to assist Alice due to her H/R background.
10. Welcome Randy Gilchrist, Office Administrator-
- He comes to us from the bookstore at the cathedral; he will handle office manager and bookkeeping; M, WThF 9-3:30; Randy will help with the website; it needs an update; Alice - will be updated within shortly; Randy will handle communication. His information and office hours posted. Kraig wondered about sending approved minutes posted online; (posting on the bulletin board; Nancy will post treasurer report after every Vestry meeting and the same with minutes after approved, posted on the bulletin board. We want to be transparent.
11. Review of Church Rental Agreements
- In Progress -will continue; give to Virg & Harry since more familiar with documents
 - Sexton Feedback - wants a checklist of what to be cleaned; she is concerned about her job and questioned why somethings are done; all questions should be directed to Alice
12. Next Vestry Meeting - Sue: there are conflicts with Sunday dates; there was a full discussion of the best day/time for future meetings (e.g. weekdays?); other church responsibilities often conflict with Sundays vestry meetings. Some have travel concerns and also time constraints on weekdays; however, most agreed that they could be flexible; Alice wanted Sunday to be a day of rest and time with family...very important for everyone. We decided to try Mondays @ 6pm - there will be food to feed the hungry ; motioned & seconded to move vestry meetings to 2nd Monday of each month. **April, 13th, our next meeting**
13. Closing Prayer - Sue
14. Moe motioned to adjourn, seconded by Larry @ 12:45pm.

Other Dates to Note:

Wednesday Lenten Program—6:00 PM Soup and Salad followed by Program-Ongoing

Saturday, March 21, Psanky Eggs—3 Workshops