

## VESTRY MEETING

February 14, 2022

Alice Sawyer, Priest in Charge  
Debra Green, Sr. Warden  
Eddy Fulton, Jr. Warden  
Judy Anderson

**Gabby Burton (\*)**  
Cynthia Coleman  
Nancy Copeland  
Darryl Conliffe

Mary Finn  
Harry Van Gelder  
Cyndi Hernandez, Treasurer  
Pat Gearns, Secretary

**(\*) Absent**

From: Pat Gearns, Secretary

Opening Prayer: Alice Sawyer

Meeting was called to order at 6:30 p.m. and started with a game of Pictionary

### JANUARY MINUTES

Moved by Judy Anderson, supported by Darryl Conliffe, to approve the January 18, 2022 vestry minutes as submitted. **Motion carried unanimously.**

### WARDENS

Moved by Cynthia Coleman, supported by Nancy Copeland, to appoint Debra Green as Sr. Warden and Eddy Fulton as Jr. Warden. **Motion carried unanimously.**

### CHANGE IN SIGNERS AT COMERICA BANK

At the February 14, 2022, Vestry Meeting of Trinity Episcopal Church, Belleville, MI, a motion was made by Darryl Conliffe and supported by Harry Van Gelder to designate Eileen Canfield as the outgoing Treasurer and to appoint Cynthia Hernandez as the incoming Treasurer. Cynthia will replace Eileen as the signer on the account. **Motion Carried**

A second motion was made by Darryl Conliffe and supported by Harry Van Gelder to remove Susan Carpenter and Craig Wilson as signers on the account for Trinity Episcopal Church, Belleville, MI, and replace with Debra Green, Sr. Warden and Eddy Fulton, Jr. Warden. **Motion Carried.**

### TREASURERS REPORT

No report available

### TREASURERS TRANSITION

Eileen and Nancy will meet with Cyndi on February 24<sup>th</sup> to go over the duties of the Treasurer and review the programs currently being used to create the monthly financial reports. Alice found some information on the internet about non-profit organizations which may be beneficial.

### FIRST SUNDAY COLLECTIONS

Eileen Canfield, Gabby Burton, and Sharon Peters have agreed to oversee distribution of the first Sunday collections. Current balance, per Harry Van Gelder, is \$4,446.

Moved by Judy Anderson, supported by Darryl Conliffe, to appoint Eileen Canfield, Gabby Burton, and Sharon Peters to oversee the First Sunday collections. **Motion carried unanimously.**

### E-GIVING TRANSITION

Alice is going to compose a letter that will be sent both email and U.S. mail to all online givers (approximately 25) providing information on how to close out their old e-giving account (if they haven't already done so) and sign up for the new program. She will send a draft of this letter to vestry members by Friday, February 18<sup>th</sup> to review. Would like vestry feedback emailed to her by Tuesday, February 22, 2022.

MISSION STATEMENT  
TRINITY IS A CHRIST CENTERED COMMUNITY OF GROWTH IN THE SPIRIT, OUTREACH AND DIVERSITY

### **MUTUAL MINISTRY REVIEW & YEAR END EVALUATION**

Alice provided a copy of her report of the Mutual Ministry Review which included goals she set for herself, feedback on what the vestry said she did well and what she might consider doing differently. She also provided feedback on what she thought the vestry might consider doing differently. Phase 2 of this review will take place in December and the congregation will be included to discuss, and discern, the current financial situation (deficit) of the church. She will provide the vestry with all materials needed to complete the process.

### **BUILDING & GROUNDS**

No Report

### **WEBSITE**

Alice emailed several website examples to the vestry and has asked for their feedback, via email, before March 7, 2022. This will be discussed at the March meeting.

### **BOOKKEEPER**

Interviews are being held for the bookkeeper position. Alice will be meeting with someone on Wednesday, February 16 to review Trinity's bookkeeping needs, determine how much time will be required for this job, and their fees.

### **OFFICE COVERAGE**

There currently is no plan to hire an Office Manager. Trinity volunteers will cover the office by taking phone calls and preparing the weekly bulletin. Alice will handle all financial transactions until a bookkeeper has been hired.

### **E-BLASTS**

Not sure, at this time, how the weekly e-blasts will be handled. Darryl Conliffe has agreed to help.

### **WEEKLY BULLETIN**

Alice and Jenifer will meet to discuss ways to simplify the bulletin.

### **CLOSING PRAYER - Judy Anderson**

Moved by Darryl Conliffe, supported by Cynthia Coleman, to adjourn. <i>Motion carried unanimously.</i> Meeting was closed at 7:30 p.m.
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Next Meeting  
Monday, March 14, 2022  
6:30 p.m.

### **UPCOMING EVENTS**

01/30/21 - Annual Meeting  
02/26/22 - Vestry/Leader Retreat  
03/02/22 - Ash Wednesday Service  
03/03/22 - Lenten Series begins  
03/03/22 - Spanish Classes begin

### CURRENT ACTION ITEMS

**Website:** Provide Alice feedback on the different church websites she provided. This needs to be emailed to her by Monday, March 7<sup>th</sup>.

**E-Giving Transition:** Alice will prepare a letter to send out to e-giving members with information on the new system. She will send this to vestry for review and feedback by February 18<sup>th</sup> and needs feedback by February 22<sup>nd</sup>.

**Mutual Ministry Review:** Look over the information Alice provided and be ready to discuss it at a future meeting

**Bookkeeper:** Alice has an interview scheduled with someone from the community that does bookkeeping for another church in Belleville.