

Trinity Church Vestry Meeting

November 12, 2017

The meeting was called to order at 11:38AM by Bill Presutti.

Roll Call:

Present: Fr. Michael, Bill Presutti, Lesley Castellini, Ann MacKenzie, Tim Lush, Dell O'Hara, Joanie McCoy, Carol Scollay, and Jerry Spanarkel

Absent: Maureen Shaffer and Barry Bowling

Guests: Canon Phyllis Jones and the Rev. Rob Droste, both of the Diocese of New Jersey

Gene Higgins, owner of Epiphany Glass, gave a presentation to the vestry on our stained glass windows.

- Epiphany Glass prepared a comprehensive layout and report of the state of our windows. It includes structural findings and a condition report for each individual window along with a priority ranking of window preservation.
- Gene walked the vestry through the preservation plan. It is divided into 9 phases and it is recommended that the plan be completed over a period of 8 years.
- In order to save money on the overall project, Gene recommends that we contact to do the engineering of all of the windows at one time, at the beginning of the project. This will save significantly on labor and travel costs.

Finance Report:

- Michael Parent gave the Finance Report
- We are beginning the budgeting process for the 2018 budget and we will need guidance from the vestry on several line items.
- We are on target for most line items for 2017. Recurring contributions continue to come in below our budget.

Minutes:

- Minutes from the October 15, 2017 vestry meeting were read. Jerry Spanarkel made a motion to accept the minutes and Carol Scollay seconded. Motion carried.

Security:

- In light of recent events in our country that have caused loss of life, safety and security, vestry is beginning to discuss putting together a comprehensive safety plan for the building and those who use it.
- We have contacted the Department of Homeland Security and will be following up with them on a training plan and a written plan.

Lesley Castellini made a motion that vestry enter into executive session and to include Phyllis Jones, Rob Droste and Jill Osis. Dell O'Hara seconded. Motion carried.

Joanie McCoy made a motion that vestry leave executive session and resume the regular meeting. Lesley Castellini seconded. Motion carried.

Vestry was given information regarding the beginning of a new city-wide program, the Women's Hospitality Network, that addresses emergency shelter during the winter months. It included registration forms, House Rules, schedules and security agreements. Jerry Spanarkel made a motion to endorse our participation in this program and allow our space to be used for this purpose. Dell O'Hara seconded.

Our Stewardship Program is set to begin with a Leadership Dinner tomorrow evening. It will conclude with a parish luncheon.

Motion to adjourn was made by Joanie McCoy and seconded by Bill Presutti. Motion carried.

Respectfully submitted,
Jill Osis