

# Trinity Church Vestry Meeting

## July 15, 2018

The meeting was called to order at 11:45AM by Bill Presutti.

### Roll Call:

Present: Fr. Michael Way, Bill Presutti, Tim Lush, Dani Cundiff, Dell O'Hara, Russ Bennett, Barry Bowling Lesley Castellini, and Maureen Shaffer

Absent: Carol Scollay, Jerry Spanarkel, and Denise Surman

### Minutes:

- Minutes from the June 24, 2018 vestry meeting were read. Barry Bowling made a motion to accept the minutes and Lesley Castellini seconded. Motion carried.

### Finance Report:

- Recurring Contributions are down for both the month and the year. This is the first month of this line item being in a deficit.
- In July's financials, we will begin to see new salary and benefit amounts for the Music Director position.
- Mid-year Matching Stewardship Campaign will begin this week. We have \$7,000 committed by donors for the match. Mid-year statements will go out as well.

### Updates:

- 5 Marks of Mission – Buildings and Grounds has five parishioners that have agreed to join the ministry. Now working on Newcomer, Welcome, and Stewardship.
- Meeting with Christ Church for budget process – waiting for date from the Diocese
- Mutual Ministry – Surveys are due tomorrow. So far we have received 7 out of approximately 35.
- Building
  - o Fr. Michael met with Dave Minno and he is ready to move forward with the project.
  - o Gene Higgins from Epiphany Glass plans to be here on August 6<sup>th</sup> to do the mechanicals on the stained-glass windows.

### Employment:

- Sexton
  - o Vestry was given job descriptions (attached) for 2 new sexton positions. The Property Supervisor will manage vendors and operations. They will also supervise a Property Maintenance Assistant. The Property Maintenance Assistant will be responsible for the Social Justice areas and a portion of the church.

- The positions will be paid for through the parish and the social justice budgets. Salaries will be allocated based on percentage of work done for each. They are both part-time positions.
- Barry Bowling made a motion to approve the presented job descriptions for both the Property Supervisor and the Property Maintenance Assistant. Russ Bennett seconded. Motion carried.
- Youth & Family Director
  - Vestry was given a job description (attached) for the Youth & Family Director. They will manage all aspects of youth and family life in the parish. This is a part-time position.
  - Dani Cundiff made a motion to approve the presented job description for Youth & Family Director with the addition of a statement of Trinity's inclusiveness. Barry Bowling seconded. Motion carried.

Lesley Castellini made a motion that vestry enter into Executive Session. Barry Bowling seconded. Motion carried.

Lesley Castellini made a motion that vestry exit Executive Session. Barry Bowling seconded. Motion carried.

At 2:00PM, the meeting was adjourned.

Respectfully submitted,  
Jill Osis