

Trinity Church Vestry Meeting

September 8, 2019

The meeting was called to order at 11:43am by Dell O'Hara

Roll Call:

Present: Tim Lush, Carol Scollay, Dell O'Hara, Dani Cundiff, Denise Surman, Jerry Spanarkel, Lesley Castellini and Patty Forbes

Absent: Russ Bennett and Diane Surmonte

Canon Phyllis Jones from the Diocese of New Jersey attended the meeting and held a follow up to the group Shared Vision of Mission and Ministry. Vestry discussed the various priorities of Trinity Church and specifically the Hispanic Ministry. After much discussion, the vestry agreed that they would continue to explore the new model of Hispanic Ministry offered by the Diocese. All current financial obligations to the Diocese for this ministry will cease.

Minutes:

- Minutes from the July 21, 2019 meeting were read. Denise Surman made a motion to accept the minutes. Dani Cundiff seconded. Motion carried. Denise amended the resolution to note that Lesley Castellini was present for the meeting. Tim Lush seconded the amended resolution. Motion carried.

Finance Report:

- Finance report was given for the months of July and August since there was no meeting in August due to a lack of quorum.
- Vestry will now receive a monthly report entitled "Bank Register" that will list every transaction made on the checking account for the previous month.
- Giving is down for both months and for the year.
- We had a big boost to unrestricted giving from our midyear campaign.
- August was a three-payroll month.
- All other expenses are as expected with several being below budget.

Jerry Spanarkel made a motion that the vestry enter into executive session. Denise Surman seconded. Motion carried.

Jerry Spanarkel made a motion that vestry exit executive session and resume the regular meeting. Dani Cundiff seconded. Motion carried.

At this point Carol Scollay left the meeting.

Audit:

- Lesley Castellini made the following motion: The vestry certifies that it has received and accepts the Trinity Church Audit for fiscal year 2018. The Trinity Church 2018 Audit was completed by parish committee consisting of: Scott Helsel, Rebecca Nichols, and Bruce Sherrill. Vestry further certifies that the Trinity Church 2018 Audit was sent by mail to the office of The Rt. Rev. William Stokes and was accepted by the office on September 4, 2019. A Letter of Clarification will be drafted and sent to the Bishop's office clarifying that the Rector's increase in salary was taken from the Diocesan Assessment line item in the budget. Further, the vestry offers its gratitude to Scott, Rebecca, and Bruce for their hard work in completing the 2018 audit. Patty Forbes seconded. Motion carried.
- In response to the audit, three forms (attached) were presented to the vestry to be used to better track approvals of financial transactions and details of purchases. Denise Surman made a motion that the request forms presented entitled "Purchase Verification", "Reimbursement Request", and "Check Request" be approved and that, effective immediately, they be used for all check and reimbursement requests and Visa/Debit Card purchases. Jerry Spanarkel seconded. Motion carried.

Rectory:

- Vestry discussed the process for selling the rectory.
- Tim Lush made the following motion: Vestry moves to enter into contract with realtor Kenneth Rickel of Space & Company for the purpose of selling the rectory located at 1222 Sunset Avenue, Asbury Park, NJ 07712. Vestry accepts the terms presented on the following attached forms: New Jersey Realtors Standard Form of Informed Consent to Dual Agency(Seller), Disclosure of Information and Acknowledgment about Lead-based Paint and/or Lead Based Paint Hazards, and Monmouth Ocean Regional Multiple Listing Service Exclusive Right to Sell Agreement. Vestry authorizes wardens Lesley Castellini and Dell O'Hara to sign listed contracts on behalf of the Vestry and Wardens of Trinity Church. Patty Forbes seconded. Motion carried.
- Vestry discussed repairs needed in the rectory before the house can be put up for sale. Tim Lush made a motion that vestry approve up to \$1,200 of funds for preparation of sale of the rectory. Patty Forbes seconded. Motion carried.

Profile:

- Vestry discussed the final version of the Parish Profile that was submitted by the Discernment Committee.
- Patty Forbes made the following motion: Vestry moves to accept the Trinity Church Profile presented by the Discernment Committee in its entirety with the addition of the following sentence to be added as a bullet point in "Outreach" following The Racial Justice Project: "The Hispanic Ministry Outreach is taking a new direction. We are committed to exploring the needs and possibilities of our Hispanic members and friends at Trinity." Vestry authorizes the Discernment Committee to post the profile for the purpose of calling a Priest-in-Charge to the parish. Jerry Spanarkel seconded. Motion carried.

Old Business:

- Posten/Weiland Scholarship Committee has developed a formal policy for awarding the yearly scholarship to present to vestry for approval. Dell will email it out to vestry.

New Business:

- Barry Bowling Has stepped off of vestry. Vestry will not appoint a replacement. Instead they will wait for the elections at the next annual meeting.
- The Nominating Committee for the Annual Meeting in January needs to be formed and begin accepting names by November 1st.
 - o Jerry Spanarkel made a motion that Dani Cundiff be appointed as Chair of the Nominating Committee for the elections at the January 2020 Annual Meeting and that she be authorized to appoint 2 other parishioners to the committee. Patty Forbes seconded. Motion carried.
- The program year begins next week. Choir, Sunday School, and Adult Education will all start meeting regularly again.
- We will be scheduling two town halls this fall. One will focus on Hispanic Ministry and the other will focus on the sale of the rectory.

Lesley Castellini made a motion that the meeting be adjourned. Denise Surman seconded. Motion carried.

Respectfully submitted,
Jill Osis