

# Trinity Church Vestry Meeting

## June 21, 2020

The meeting was called to order at 12:33pm by the Rev. Chase Danford. The meeting was held via Zoom due to the COVID-19 shutdown.

The meeting opened with prayer.

### Roll Call:

Present: The Rev. Chase Danford, Tim Lush, Carol Scollay, Jerry Spanarkel, Dani Cundiff, Adrienne Wert, Bill Presutti, Denise Surman, Russ Bennett, Dell O'Hara, and Patty Forbes

Absent: Lesley Castellini

### Minutes:

- Minutes from the May 17, 2020 vestry meeting were read. Denise Surman made a motion to accept the minutes. Bill Presutti seconded. Motion carried.

### Priest-in-Charge's Report:

- Fr. Chase has been meeting with the staff in groups and individually.
- Has begun to meet with ministry groups.
- Meeting with parishioners via Zoom to get to know everyone
- Music – will be forming a music committee this summer to begin to talk about the search for a music director.
- The Reopening Committee met and we will be applying to the Diocese to go back to in-person worship on July 12<sup>th</sup>. We will continue to provide online worship for those who cannot return at this time.
- Fr. Chase hopes to move in to his new home in Asbury on August 1<sup>st</sup>.

### Wardens' Report:

- We have been getting great feedback on the Meetups with Fr. Chase.

### Finance Report:

- Our Paycheck Protection loan was deposited into our account on May 4, you can see this deposit on our Balance Sheet under Loans in Long Term Liabilities.
- We are still slightly ahead of budget on pledges due to prepaid pledges.
- Salary and benefits expenses will go up significantly now that Fr. Chase is on staff full time.
- There is a negative amount of \$2,175 in the Housing Allowance line item. This was the return of the security deposit for Fr. Bill's apartment rental.
- We are seeing significant savings in program and operations budgets due to the shutdown.
- We are currently ahead of budget on overall parish income and expenses. This will change as we move into full salary and benefits for Fr. Chase.

#### Old Business:

- We have not heard from Epiphany Windows on a new date to work on northeast windows. Jill will call to get an updated timeline.
- The parking lot project was put on hold due to the health emergency shut downs. Jerry will look into getting a few more quotes to repair.

#### New Business:

- We are working on submitting a plan to the Diocese to re-open in-person worship. The vestry must agree to follow the guidelines of the Diocese for re-opening. Adrienne Wert made the following motion: The Vestry of Trinity Church agrees to abide by the Diocesan directives, guidelines, and protocols for re-entering, re-opening, and worship that are in place at this time, and intends to abide by later iterations of those directives, guidelines, and protocols when published. Seconded by Jerry Spanarkel. Motion carried.
- Fr. Chase needs a computer purchased for the office. Adrienne Wert made the following resolution: The Vestry of Trinity Church authorizes a capital expenditure of up to \$2,000 for the purchase of a Mac desktop computer, AppleCare 5-year warranty, and an additional monitor to be used by the Rev. Chase Danford as his primary work computer. Seconded by Russ Bennett. Motion carried.
- Fr. Chase needs to be added to our parish checking account to be a signer on Rector's Discretionary Checks. Bill Presutti made the following motion: The Vestry of Trinity Church authorizes the Rev. Chase Danford to be added as a signatory on the Parish Checking Account for the sole purpose of being able to act as the second signer on checks written from the Rector's Discretionary Fund line item. Denise Surman seconded. Motion carried.

#### Vestry Liaison Reports:

- Welcome – Dani reports that we are learning as we go to reimagine ways to welcome people to our community.
- Youth Education - our Sunday School co-leaders are doing a wonderful job with our online program. Each family was sent a children's bible and package of lessons and crafts.
- Adult Education – Deacon Carolyn is leading a Zoom book study two times per week.

On June 1, 2020, the following vestry resolution was made by email: The Vestry agrees to set aside \$500 in the current budget to pay for section leaders over the summer of 2020, beginning June 14 and ending September 6. Motion made by Dell O'Hara. Motion seconded by Carol Scollay. Motion carried.

Tim Lush made a motion that the meeting be adjourned. Patty Forbes seconded. Motion carried.

Respectfully submitted,  
Jill Osis, Recording Secretary