

Trinity Church Vestry Meeting

August 16, 2020

The meeting was called to order at 12:34pm 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, Lesley Castellini, Carol Scollay, Dani Cundiff, Adrienne Wert, Bill Presutti, Russ Bennett, Dell O'Hara, Denise Surman, and Patty Forbes

Absent: Jerry Spanarkel

Minutes:

- Minutes from the July 21, 2020 vestry meeting were read. Chase Danford made a motion to accept the minutes. Dell O'Hara seconded. Motion carried.

Priest-in-Charge's Report:

- We are 6 weeks into in-person worship. We are now doing a livestream of the 10am instead of a recording.
- We are revising our reopening plan to include our Saturday Service, Morning Prayer, our Wednesday Service and outside group meetings and sending it to the Diocese for approval beginning in September.
- In-person parish meetings will remain virtual.
- The Bishop has approved Baptisms, Weddings, and Funerals. We have 5 families who wish to have their child baptized.
- We will be doing some cleaning and organizing of the offices.
- We will look at eventually reconfiguring some of the offices.
- We have many fall programs coming up including a Sunday education plan, justice programs, and the continuation of the film series.
- We are looking at the music program for the Fall.

Finance Report:

- Our year-to-date recurring contributions are now below budget.
- Expenses for salary and pension/insurances are starting to rise, as expected.
- We are moving forward with transferring parish funds into the Diocesan Investment trust.
 - o Held a Zoom meeting with the Diocese and investment firm.
 - o We will transfer all of the investment portfolio and average in the proceeds of the rectory at \$35,000 per month.
 - o The DIT generates a dividend income, this will give us a reliable source of income every month.

Old Business:

- Revision of the resolution for the Diocesan Investment Trust:
The Vestry of Trinity Church amends the resolution put forward and passed at the July 21, 2020 vestry meeting regarding the transfer of funds into the Diocesan Investment Trust. The full resolution will be amended as follows:

The Vestry of Trinity Church authorizes the immediate transfer of all funds invested in the Charles Schwab Investment Fund, managed by Stonehurst Management, to the Diocesan Investment Trust. Additionally, the Vestry authorizes a transfer of \$35,000 per month for 12 months from the Parish Money Market Account to the Diocesan Investment Trust.

Vestry further authorizes an account to be opened with BNY Mellon as the custodial account for the funds invested in the Diocesan Investment Trust. The authorized signers on this account shall be The Rev. Nicholas Chase Danford, Lyndell O'Hara, Lesley Castellini, Michael Parent, and Larry Myers. All transfers or withdrawals outside of the normal monthly dividend income will need prior authorization by resolution from the Vestry.

Motion to approve made by Lesley Castellini and seconded by Carol Scollay. Motion carried.

New Business:

- Vestry discussed the proposed Building Use Agreement (attached)
 - o Groups will now be asked to end all activities by 9pm
 - o We added a non-discrimination clause.
 - o Building Use Agreement Resolution: The Vestry of Trinity Church approves the Building Use Agreement presented and authorizes it to be used with all Community Groups making regular, recurring use of the buildings and/or property of Trinity Church. In addition, the Vestry approves and authorizes the COVID-19 Addendum presented to be used with all outside groups that make use of the buildings and/or property of Trinity Church during such times as is necessary and mandated by Trinity Church and/or the Diocese of New Jersey.

Motion to approve made by Dani Cundiff and seconded by Russ Bennett. Motion carried.

Chase Danford made a motion that the meeting be adjourned. Tim Lush seconded. Motion carried. Meeting was adjourned at 1:33pm

Respectfully submitted,
Jill Osis, Recording Secretary