

Trinity Church Vestry Meeting

December 14, 2022

The meeting was called to order at 7:16pm by the Rev. Chase Danford.

The meeting opened with prayer.

Roll Call:

Present: The Rev. Chase Danford, Carol Scollay, James Pillar, Gregory Curatolo, Wendy Jaghab, Andy Place, Adrienne Wert, Bill Presutti, and Russ Bennett

Absent: Lesley Castellini, Donna Griffin, and Charles Hagon

Minutes:

- Minutes from the November 16, 2022 vestry meeting were read. Carol Scollay made a motion to accept the minutes. Bill Presutti seconded. Motion carried.

Rector's Report:

- Lessons and Carols will be during the 10am service this Sunday followed by cleaning & greening and then the Parish Christmas Party.
- Wednesday's service will be a Longest Night service.
- There will be 3 services on Christmas Eve: 4, 7, and 11pm. Christmas Day will have one service at 10am.
- Fr. Chase will be away the week following Christmas, returning for Sunday services. Fr. Geoff will be preaching.
- Larry Myers' treasurer resignation is effective January 1. Lisa Bovino is ready to take over and they would like for Larry to remain on for the next year as assistant treasurer.
- Personnel – We will be voting on salaries for 2023 at this meeting.
- Unused clergy time – Fr. Chase has one week and one Sunday of vacation time left over. He also has 2 weeks of continuing education. He is requesting that vestry authorize rolling it over into 2023.
- Episcopal Community Services is the newly formed charitable/advocacy program in the Diocese. Their mission is to empower and support local church's outreach programs; our Social Justice program has received two \$15,000 grants from them. They have asked us to be a founding congregation which would mean a gift commitment from Trinity of \$10,000 over 3 years.

Wardens' Report

- Nominating Committee is putting forward the following names for the 2023 Annual Meeting:
 - o Lesley Castellini – Warden, 2-year
 - o Donna Griffin, Maria Tassiello, and Adrienne Wert – Vestry, 3-year
 - o Chris Tyree and Alan Woodruff – Convention and Convocation Delegate, 1-year

Finance Report

- Parish
 - We have already surpassed our budgeted amount for Recurring Plate.
 - It is very likely that we will reach our budgeted amount for Recurring Contributions.
 - We are starting to see money from the ARPA Grant come through our P&L as income from the Balance Sheet as it is spent.
 - Most of the ARPA Grant expenses will be on the balance sheet as capital expenses and will not flow through the P&L
 - Capital Expenses for the parish for the year are at \$235,174. Mostly due to ARPA Grant projects and expenses.
- Social Justice
 - Unrestricted Donations remain well below budget.
 - Fundraising and Restricted Grants are well above budget.
 - Social Justice currently has a \$32,150.33 surplus for the year.
 - Social Justice Capital Expenses are at \$10,140.
- 2023 Budget
 - Our Recurring Plate for 2022 is strong, we believe we can raise the budget for that line item significantly for 2023.
 - Salary lines for employees that have been here for over a year have been raised by 5% per the Diocesan recommended COLA for clergy.
 - Music budget has been added since the last version.
 - Budgeted deficit for 2023 now stands at \$28,399.28.
 - Final Budget will be presented for approval at the January Vestry Meeting.

Committee Reports:

- Building & Grounds
 - We will begin to publish a monthly write-up of Buildings & Grounds updates for the parish.
 - Mr. Bills has examined the Chapel roof and is working on possible solutions/pricing.
 - HVAC System is being installed along with new electrical connections.
 - Our sound system/wifi install is still on hold waiting for supply chain issues to resolve and parts to come in.
- Stewardship
 - We currently have 85 pledges with several still outstanding. The Stewardship Committee will be making calls to them.
 - On January 8 we will thank all those who participated and celebrate the close of stewardship and the positive results.
- Grants/Fundraising
 - The Robert Wood Johnson Foundation has awarded our Social Justice Program the President's Staff Award. This is a huge honor for our program and the work we do in the community.
 - We are again selling Historical Stained Glass pieces for the holiday in support of our building projects.
 - The Spring Lake Theater is again sponsoring a fundraiser for the Social Justice Program.

- Social Justice
 - o The Arts Residency is out for applications.
- Adult Education
 - o We are in the planning stages for 2023 Adult Education programming.
- Children, Youth, & Families
 - o Sunday School is growing and consistent.
 - o Jill Osis is taking over coordinating the program in January.
- Hospitality
 - o Our Christmas party will be held this Sunday at 2pm.
 - o We will be running ads and hanging banners outside to advertise our Christmas services.

New Business

- Andy Place put forth the following motion: Whereas, section 107 of the Internal Revenue Code specifies that the amount of ministers' compensation that is designated in advance by their employer as a housing allowance is not taxable in computing federal income taxes to the extent that it is used to pay for actual expenses incurred in owning or renting a home or apartment, and, in the case of ministers who own their home, does not exceed the fair rental value and maintenance of the home; and Whereas, The Rev. Chase Danford is compensated by Trinity Church, Asbury Park exclusively for services as a minister; and Whereas, Trinity Church, Asbury Park does not provide The Rev. Chase Danford with a rectory ; therefore, it is Resolved, that the total compensation paid to The Rev. Chase Danford for calendar year 2023 shall be \$104,238.75, of which \$60,000 is hereby designated as a housing allowance pursuant to section 107 of the Internal Revenue Code; and it is further Resolved, that the designation of \$60,000 of The Rev. Chase Danford's annual compensation as a housing allowance also shall apply to all future years that The Rev. Chase Danford is employed by Trinity Church, Asbury Park unless otherwise provided. Adrienne Wert seconded. Motion carried.
- Greg Curatolo put forth the following motion: The Vestry of Trinity Church appoints Lisa Bovino as Treasurer of Trinity Church and Larry Myers as Assistant Treasurer of Trinity Church beginning on January 1, 2023. Vestry authorizes Lisa Bovino to be added as a signatory on our parish checking and money market accounts held at The Provident Bank of NJ. Jim Pillar seconded. Motion carried.
- Jim Pillar put forth the following motion: The Vestry of Trinity Church approves the following salaries and associated benefits for fiscal year 2023, to be effective as of January 1, 2023:

Nicholas Chase Danford	\$64,737.75 Salary; \$39,501 Housing Allowance; \$7,974.26 SECA
Kevin Dyer	\$23,898
Kevin Reyes	\$10,816
Carolyn Bradley	\$300
Jill Osis	\$65,751.40
Courtney Pearson	\$19,760
Deborah Simpkin King	\$31,500
Derek Bloom	\$42,353.85
Siobhan Noland	\$24,687.60
Kris Hlatky	\$52,000

 Adrienne Wert seconded. Motion carried.

- Carol Scollay put forth the following resolution: The Vestry of Trinity Church approves the following slate of candidates presented by the Nominating Committee for the 2023 Annual Meeting:
 - o Warden 2-year term: Lesley Castellini
 - o Vestry 3-year term: Donna Griffin, Maria Tassiello, and Adrienne Wert
 - o Convention Delegates: Chris Tyree and Alan Woodruff

Motion seconded by Jim Pillar. Motion carried.

- Andy Place put forth the following motion: The Vestry of Trinity Church, recognizing that the Rev. Chase Danford has unused vacation time from 2022 of 1 week of work days and 1 Sunday, and that his Letter of Agreement stipulates that he can roll over into the following year up to 2 weeks of unused vacation time, acknowledges that the Rev. Chase Danford will have a total of 5 weeks of work days and 6 Sundays of vacation time to use in 2023 after carrying over the unused days from 2022.

Additionally, the Rev. Chase Danford has two weeks of unused continuing education time from 2022. While his Letter of Agreement does not make provision for rolling these days over, neither does it forbid it. Therefore, we authorize the Rev. Chase Danford to use these days in 2023, for a total of 4 weeks of continuing education time.

Russ Bennett seconded. Motion carried.

- Andy Place put forth the following motion: The Vestry of Trinity Church commits to the following agreement between ECS-NJ and Trinity Church:

We recognize the importance and value of establishing ECS-NJ at this extraordinary time and all that it will accomplish for our churches, our members, and our non-members in New Jersey. We will positively and energetically promote ECS-NJ in good faith and elevate our efforts to work and pray for justice and equity.

As a FOUNDING CONGREGATION, Trinity Church's commitment is to give, over the next four years (beginning in 2023 and concluding in 2026) a total of \$10,000.00 The gifts will be given according to the following schedule: 2023-\$1,000.00; 2024-2026-\$9,000.00. All gifts will be given on or before the last day of the year. It is the intention of both Trinity-Asbury Park and ECS-NJ that this partnership in ministry and mission will continue beyond the conclusion of the pledge period.

Adrienne Wert seconded. Motion carried.

Adrienne Wert made a motion to adjourn at 8:49pm. Motion carried.

Respectfully submitted,
Jill Osis, Recording Secretary