

**Vestry Meeting Minutes
Trinity Church – Milford
7pm on November 14, 2016**

Check-in and Opening Worship (*Jim Phillips*)

Attendees: Fr. Mac Murray, Dwight Kee, Dianne Belamarich, Ruth Warner, Peach Warren, Jim Phillips, Steve Ketcham, Ginny Starkis, Lucille Clinkman, Ralph Stafford, John Ellis, Cheryl Martin, Cheryl Edinger Taylor, Gayle Ruscitti

Absent: Elaina Chambers, Sarajane Duncan-Richter, Patricia Peterson

- ✦ Check-in – Vestry members discussed their feelings about what's going on in the world right now particularly with the election results.
- ✦ Opening Worship – Jim read a prayer from the book of common prayer.

Housekeeping

- ✦ Adoption of the Agenda – **A motion was made and seconded from the floor to accept the agenda as presented. It passed unanimously.**
- ✦ Acceptance of the Minutes of the October 2016 Meeting – **A motion was made and seconded from the floor to accept the Minutes of the October Vestry meeting as amended and provided via email. It passed unanimously.**

Parishioner Sharing - Comments / Discussion

- ✦ The Evensong service Saturday night was very well received and attended.
- ✦ Parishioners are appreciating the new windows throughout the parish hall.
- ✦ Convention Feedback... The focus was "Return to Purpose". It was a very positive experience.

Treasurer's Report (*Cheryl Edinger-Taylor / Karen Carig-O'Neill*)

- ✦ **October Treasurer's Report** – We're \$12K behind on pledges. We only expect to recover about \$4K of it due to people moving or jobs changing etc. Expenses were over \$6K but now that we don't have a parish nurse expenses overall should balance out. We'll be having an energy workup of the whole building by a new parishioner who does this for a living. We're underspent on oil at the rectory now that there's a new furnace in place. – **A motion was made and seconded from the floor to accept the Treasurer's report as presented. It passed unanimously.**
- ✦ **Finance Committee Activities** – have focused on discussions about the building, the windows, the floor and the rectory bathroom. Planning has begun for the new budget. Magee will be out for much of December and January. Beth Washburn will fill in while she is out.
- ✦ **Stewardship Status** – reminder emails need to go out. We're behind in pledges.
- ✦ **Capital Campaign Status** – we have a list of 6 consultants. Steve talked with a few of them. One of whom was here before and asked him to revisit what he sent in the past. They all have experience with church fund raising. He's ready to move forward but a committee needs to form... Maybe Fincom and the wardens and anyone else who is interested in being a part of it.
- ✦ **Draft Budget Status** – we have a draft but still too rough to go over. We'll go over it next month.
- ✦ **Acceptance of Assessment for Common Ministry** – This covers our national church commitment along with our bishop on staff. They also cover our benefits and payroll processing. It's going up \$1,500 next year. **A motion was made and seconded from the floor to accept the assessment for common ministry as presented from the diocese. It passed unanimously.**

Vestry Handbook and Vestry Resource Guide

- ✦ **The Vestry Handbook**
 - **Discussion of Chapter 7** – Parish staff is no longer expected to leave if the rector does. The exception being if there was an associate rector they would become an interim associate rector.

Ministry Issues / Actions

- ✦ **Worship Experience / Worship Helpers:** Peach Warren – Lay Eucharistic Ministers and Readers have been scheduled.

- ✦ **Education And Spiritual Development:** Ginny Starkis & Elaina Chambers – Mary Beth and Mary Ellen haven't expressed any concerns. We will be using a lenten program called the 5 Marks of Love.
- ✦ **Pastoral Care:** Patricia Peterson – absent
- ✦ **Mission and Outreach:** Lucille Clinkman and Cheryl Martin. – there was a nice, productive Laundry Love meeting yesterday. The team is trying to work through some issues in the process. One of the Laundromats is giving back to the system but the other is not being so charitable. They're trying to focus on the people who really need the assistance not to pay for every load of every person that walks through the door.
Operation Christmas child is over.
Food collection has begun for Thanksgiving.
- ✦ **Parish Life:** Steve Ketcham and Ralph Stafford – nothing to report
- ✦ **Fundraising And Parish Wide Events:** Gayle Ruscitti and Ruth Warner
 - **Christmas Fair Preparation** – Dec. 3rd. All the planning is in place.
 - **Women's Dinner** – December 11th
 - **Nativity Display** – December 17th and 18th
- ✦ **Congregational Development:** Sarajane Duncan-Richter – absent
 - **Safe Church** – Peach Warren – There was a great turn out. Certificates are ready...just need to print them.
- ✦ **Management Of Parish Resources:** John Ellis and Jim Phillips – Window work should be finished sometime this week.

Wardens' Report (*Dwight Kee and John Ellis*)

- ✦ **Planning Committee for the February Vestry Retreat** – proposing a video, "I Am" and a discussion afterwards on Saturday, Feb. 18th. And in later Spring do a visit to the community garden to do some planting and bag lunch.
- ✦ **Renewal Works (John Ellis)** – There was a session on renewal works at convention. We would look to move forward with this program in the fall.
- ✦ **10th Anniversary Celebration** – Fr. Mac expressed his thanks for all the celebrations.
- ✦ **Succession Planning** – nomination forms are available by the sanctuary door.
 - **Wardens:** Dwight Kee and John Ellis
 - **Vestry Class of 2017:** Lucille Clinkman, Sarajane Duncan-Richter, Steve Ketcham, Jim Phillips, Ralph Stafford

Rector's Report (*Fr. Mac*)

- ✦ **Away after Christmas** (Dec. 27 – Jan. 7) – Mary Johnson will lead Lessons and Carols Services on 12/31-1/1 and the Saturday, Jan. 7th service.
- ✦ **Sabbatical Planning** – Fr. Mac was going to push Sabbatical off until we could get an assistant or associate Rector but it has become clear that we cannot afford that role. So, Sabbatical will not be delayed. A committee needs to form to help plan this.
- ✦ **Supply Clergy during Sabbatical** – there's money in the budget to cover supply clergy.
- ✦ **Lenten Program for 2017**
 - **Five Marks of Love** – Living Life Marked as Christ's Own
A discipleship offering inspired by the Anglican Marks of Mission
In our Baptism, we were "sealed by the Holy Spirit" and "marked as Christ's own forever" by God's grace, we share in the Divine Life, given to us in Baptism.
How does this Life express itself in and through us? If we are "marked as Christ's own," what are the "marks of love" that characterize the Divine Life abiding and at work within us?
This program provides us the opportunity to observe and to reflect on the ways in which the Divine Life expresses itself in and through us; individually and in our faith communities, as well as in the world around us.
- ✦ The Dominican mission trip is on for this summer. Fr. Mac is deciding whether he will participate as part of his sabbatical.

New Business – no new business.

Closing Worship (*Jim Phillips*) – *the meeting closed with the Lord's Prayer.*

CALENDAR: See Attached Calendar (to be provided at Vestry Meeting)

Upcoming Leadership Events:

- ✦ Upcoming Vestry Persons of the Day
 - 20-Nov Proper 29 Steve Ketcham

- 27-Nov 1 Advent Jim Phillips (Thanksgiving)
- 04-Dec 2 Advent Patricia Peterson
- 11-Dec 3 Advent Ruth Warner
- 18-Dec 4 Advent Peach Warren
- 24-Dec Christmas Eve Cheryl Martin – 4pm
- 24-Dec Christmas Eve Ginny Starkis – 7pm
- 24-Dec Christmas Eve Gayle Ruscitti – 10:30pm
- 25-Dec Christmas Day Ralph Stafford – 9am

✦ Trinity Christmas Fair – December 3, 2016

✦ Vestry Meeting – Monday, December 12th – Patricia Peterson, Facilitator

✦ Vestry Retreat – Friday / Saturday, February 17th and 18th – Location TBD

✦ **Annual Events**

✦ Monthly

- First Thursday – Laundry Love at Double Bubble
- First Friday – ROMEOs
- Third Wednesday – Laundry Love at EZ
- Last Wednesday, Thursday and Friday – Community Dinner

✦ Shrove Tuesday Pancake Supper and Burning of the Ashes

✦ Ash Wednesday Service

✦ Adult Inquirer's Class (during Lent)

✦ Rotating Stations of the Cross in Lent

✦ St. Patrick's Day Dinner

✦ Community Blessing of the Palms (Palm Sunday)

✦ Maundy Thursday Service

✦ Good Friday – 3 Hour Service

✦ Easter Egg Hunt – Holy Saturday

✦ UTO Breakfast

✦ Newcomer's Potluck Supper

✦ Parish Clean Up Days (Spring and Fall)

✦ Pentecost – Mylar Balloons ???

✦ Welcome to Summer BBQ

✦ Blessing of the Backpacks

✦ Welcome Back BBQ

✦ Ministry Fair

✦ Blessing of the Animals

✦ AGS Walk

✦ Fall Senior Social (Covenant Committee)

✦ Taste of Trinity

✦ Italian / Harvest Supper

✦ Covenant Evensong and Potluck (Thanksgiving)

✦ Thanksgiving Baskets

✦ Thanksgiving Meal Delivery

✦ Jesse Tree

✦ Christmas Fair

✦ Caroling to Homebound

✦ Ecumenical Christmas Concert

✦ Blue Christmas Service

✦ Annual Meeting