



*Love with the heart of Christ, think with the mind of Christ, and act in the world as the Body of Christ.*

## **Holy Trinity Vestry Meeting Minutes**

**April 18, 2021, 7:05 PM**

Due to COVID-19 Social Distancing requirements, the meeting was held via Zoom. The meeting called to order with a prayer by Mtr. Suz Cate.

**Present:** Suz Cate (Rector), Noah Stansbury (Asst. to Rector), Bill McDaniel (Senior Warden), Jack McKenna (Treasurer), Clem Watson (Jr. Warden), Doris von Kanel, Peter Sparks, John Warner, Harry Morse, Bill Purkerson, Ellen Haase, Beth Kunkel, Mary Lou Sigsby, Jan Cribb

**Absent:** Samantha Nelson, Margaret Edie, Ellen Haase,

**Minutes from March 20, 2021 Vestry Meeting:** Motion to accept minutes from the March 20th meeting by Mary Lou Sigsby; seconded by Beth Kunkel. Motion passed unanimously.

**Treasurer's Report:** Jack McKenna provided the following comments to supplement his detailed report, which was provided to the Vestry prior to the meeting:

- 1st Citizen's account looks high but there is a lot of pass through. Cash position went up. Our Edward Jones account went up, Money Market. All due to pass through
- PPE loan shows up for the Day School. It will still be determined if we will have to pay this money back.
- Plate offerings were up compared to last month. Pledge Offerings were higher than last month as well.
- Overall in a good position due to excess from 2020.
- Two new grants targeted toward Day School
- Took the three mortgages and changed into two loans
- Discussion for the consolidation of the loans was had.

## **Old Business**

**Hybrid Church article discussion** – The Vestry discussed an article titled *The Hybrid Church - A Way Forward for Church Leaders*, written by the Rev. Tim Schenck. (The article had been disseminated to Vestry members prior to the meeting.)

## **Senior Warden's Report:**

- Think about your ministry during the Pandemic, what was held onto but changed, what was let go of. Discussion of programs, activities and zoom meetings that made it easier than in person.
- Calls to Parish by Vestry – Please make sure you have reached out to them.
- Make sure you send your Committee's goals in to Mtr. Suz.

**Junior Warden's Report** – Summary below; see additional details in ATTACHMENT A

- Trinity Place had power restored to the Pavillion
- Church signage meeting this week to finalize plans to go to the City for approval
- Have approval for lift to bring to Holy Trinity for work on the bells
- Electrical and HVAC work needed to be done for the Organ and we will see if we need to get approval for this. The expenses are coming from the Nave Improvement Fund.

**Rector's Report**

- Upcoming change in worship schedule – 2pm service outdoors is moved to 9am on May 2.
- The 10:00 Nave service will move to 10:30am.
- Looking to resume services at St. Paul's.
- Moving to not doing reservations for the services indoors. We have been able to accommodate.

**Assistant Rector's Report:**

Fr. Noah reported we are nearing the end of the semester and he is working with the Peer Ministers for this year and next. Reflecting on work for this Summer.

**Other reports:**

Attachment B: Football Parking Report

Attachment C: Stewardship Report

Attachment D: Pastoral Care Report

Respectfully recorded by Bill Purkerson in the absence of Rebecca Eidson, Clerk to the Vestry.

Edited and submitted by Rebecca Eidson, Clerk to the Vestry

**ATTACHMENT A**

**Junior Warden Report**

**4-18-21**

**Trinity Place:** The contractor restored power to the pavilion last month. The primary items outstanding are lighting near TP and pavement repair in front of the church. The contractor has asked his sub to look at correcting the light in front of the office also. I anticipate a shared cost for the office light.

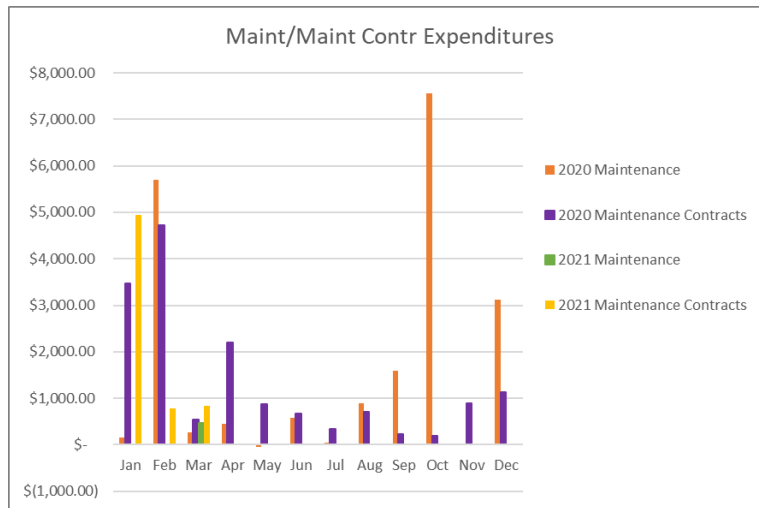
**Church Signage:** We received a revised proof package and are meeting with the contractor April 22<sup>nd</sup>. After the committee has approved, the package will need to be reviewed by the City to get their “ok”. The contractor anticipates delivery and installation of signs 4-5 weeks after approval to proceed.

**Carillon update:** The new controller has been installed and is operating. Training on the new controller was provided to Lynne Farmer, Bill Hurst and Clem Watson. Some of the bells are out of tune. We will need to rent a lift to provide access to the bells for the contractor. It is anticipated the cost for the lift rental to be no more than \$2000.00 which has been approved by the FC. We are investigating the possibility of amending the insurance claim in hopes for additional reimbursement.

**Building & Grounds:** Byron Harder really has the spring colors showing up around the HT grounds. In addition Greg Meeks, Beth Kunkel, and Robbie Grider have been tending to the SAME garden and Trinity Place lawn. Byron and Clem also performed some gutter maintenance. A Good News Garden day will be held April 17<sup>th</sup> @ 9:30am. The B&G committee will meet April 22<sup>nd</sup>.

**Nave enhancement:** The paint contractor completed the painting ahead of schedule and in time for Holy services. Additional electrical and HVAC work is being coordinated with the installer. It is anticipated the contractor will begin installation during the April/May timeframe.

**Maintenance Expenditures:** Maintenance expenditures are currently on pace with last year.



Submitted by Clem Watson

## ATTACHMENT B

### FOOTBALL PARKING REPORT FROM BETH KUNKEL

Football parking is on schedule; special thanks to Lynne Farmer, Will Cate and Jen Ellison. 96 of our spaces have been "spoken for." They have until June 1 to pay. Essentially all are returning guests, so we are confident that will happen. I am planning to do a volunteer orientation the weekend of Aug. 28-29 for anyone who is interested in assisting.

Monthly parking plans are nearing completion and we will need each of you to assist with getting the word out. Beginning July 1, parking along the frontage road will be CU employee parking with the exception of 3 spaces by the office steps. We know we can continue to use those spaces and the ones around Gentry on Sundays and arwhoe awaiting clarification on evenings and non-game Saturdays. This means that we will need to use only our property for parking on weekdays.

Here is our current plan. We will retain the use of the spots along the lawn (spots 52-63); all other spots in the new lot will be leased to local entities (spots 64-96). Their leases will be 24/7--except for home game days. Most of our leasees are restaurants who need access to their spaces from early morning until after closing. The Wesley Foundation also leases spots from us for the students who live in that building. It has not been a problem for us in the past because folks could use the frontage road and gravel lot spaces.

We plan to instruct the towing company to tow ANY vehicle in the leased spots along the front, the Wesley side and the alley side that do not have a hang tag--even if they have an Episcopal decal. And to instruct them to tow ANY vehicle along the lawn side that does not have an Episcopal decal.

This means everyone needs to get a decal from the office if you plan to come to the buildings during the week. And that Sundays we need to park in the row adjacent to the lawn, along the frontage road or in the back lot.

I can attempt to answer any questions and will certainly listen to any concerns in the meeting.

thanks, beth

## ATTACHMENT C

Holy Trinity Stewardship Committee Minutes 16 March 2021

Thank you again for serving on our Holy Trinity Stewardship Committee.

The minutes of our meeting which was held on March 16th are as follows:

- We have now concluded our 2021 Stewardship Campaign goal with the following results: • 125 Pledge Cards, \$506,456 pledged, \$4051.65 average pledge • This was 97.3% of our \$520,000 goal
- I am very proud of the efforts and work of our team on this years Holy Trinity Stewardship Campaign. During this very difficult time, your dedication and commitment to our team have allowed us to overcome the many obstacles we have faced. My thanks to each member of our Stewardship Team for your dedicated work in achieving outstanding results on this years campaign.
- Ellen Haase, Mtr. Suz and Jody Hunter have volunteered to attend "Project Resource" training. This the Episcopal based training program focusing on a Year Round Stewardship Initiative.
- As part of our year round Stewardship Messaging, Jim Reed has volunteered to submit an article for the April and May Tempo on Stewardship. We will plan responsibility for future Stewardship messages in Tempo at our next meeting.
- A decision was made to send individual "Thank You" notes to each parishioner/family that made a pledge to our 2021 Holy Trinity Stewardship Campaign. Special thanks to Samantha Murphy for volunteering to write the wording for our note. Lynne Farmer and Sheryl Shankles will prepare the "Thank You" notes for our signatures and putting into envelopes. We will meet in the Church Parish Hall on Friday, March 26th at 2:30 p.m. to complete this task and prepare the notes for mailing.
- Our next Stewardship Committee meeting will be held on May 4th, at 6:00 p.m. Mtr. Suz will send out a Zoom link for this meeting. We will discuss our learning points from the first three sessions of the "Project Resource" training at this meeting.

Thanks again for your work and commitment to a successful Holy Trinity Stewardship Campaign.  
Sincerely, Jody

## ATTACHMENT D

### PASTORAL CARE MINISTRY TEAM MEETING MINUTES

Tuesday Apr. 6, 2021 at 5:00 pm, via Zoom

**Purpose Statement:** The purpose of the Pastoral Care Ministry Team is to identify Holy Trinity's pastoral care needs and to respond in a timely manner to those needs as able, in the spirit of God's love and to the best of our abilities. Pastoral Care may include telephone calls, visits, Communion, meals, transportation to church and medical appointments, cards, prayers, and other assistance as determined through careful listening & prayer.

**Mission Statement:** The mission of the Pastoral Care Ministry is to respond to the pastoral care needs of Holy Trinity parishioners and their families; to support these needs and helping share these burdens, thus lessening the load; and to connect these parishioners and families to their Holy Trinity family.

#### Goals:

- 1-Make sure we are aware of the needs of vulnerable members of the parish and respond to those needs and, more broadly, reach out to those who need connection
- 2-Ensure that parishioners are aware of resources available to help support aspects of pastoral care and communicate this information via various channels of parish communication

**Attendees:** Pam Mack, Judy Surak, Shari Jung, Eunice Waddington, Serena Dubose and Robbie Grider

Opening Prayer from The Book of Common Prayer was said in unison

Minutes of the meeting from March were sent to members prior to the meeting with corrections, if any to be e-mailed beforehand.

#### Old Business:

1. Easter baskets: Baskets were very much appreciated by the parishioners visited and several thank you notes received. Homemade cookies a big hit! Several Parishioners were eager to visit with the person delivering which was a positive experience to both. See Visitations under New Business.
2. Concerns list: Spreadsheet was updated per discussions. Judy Barton is now in Memory Care at Dominion in Patrick Square. New concern- Cynthia Burington
3. Connections group: Currently for a small group of individuals who are living alone; those participating seem to benefit and enjoy. Discussion was had on ways to expand the group and open up to more parishioners. Will add invitation in HT Notes/Monthly Newsletter. Will continue meeting virtually for 30 minutes Thursdays at 12:30. Suggestion made to open with a prayer.
4. Does vaccination lead to different needs? Some shut-ins now eager to visit with someone stopping by. Safety still a concern, but not to the same degree.

#### New Business:

1. Next Delivery- Ideas & Date: In-person deliveries have been a big success and committee would like to continue. Beth Kunkel suggested delivering produce from the SAME Garden and should have fresh vegetables and blueberries available for baskets in late May or early June. Plus several

parishioners grow blueberries and other vegetables to supplement. Pam will check with Beth regarding timing.

2. Visitations: Several of the group commented how much many of the people they delivered baskets enjoyed having someone to just talk with and those delivering benefited to. Now that most of us are vaccinated, a discussion was had about continuing home visitations with those who are isolated. Suggestion was made to discuss with Suz and get the shut-in list from her if she approves.

3. Pastoral Care Chairperson: Pam has agreed to continue as a chairperson as she had the expertise to coordinate things technologically during the pandemic restrictions, but would like a co-chair to help her.

Meeting adjourned at 5:50.

Next meeting Tuesday, May 4, 2021 at 5:00 pm