



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

Vestry Meeting 25 June 2023

7:00 PM Zoom Meeting

OPENING PRAYER: Mtr. Suz opened the meeting with reflection and prayer.

ADDITION TO AGENDA: Mtr. Suz asked for the Vestry to discuss the time of Vestry meetings due to changes in worship schedule on Sunday evenings.

OLD BUSINESS

- **Approval of May 2023 Minutes** – The minutes were approved with two changes; changes will be made before submitting for official parish records.
- **MMS Goals** - Status update - **See ATTACHMENT A.** Ellen Haase reported the following:
 - She has been making updates to the MMS Goals statement as she receives them.
 - Our overarching goal is to grow membership and engagement, and we have made a lot of progress.
 - We are working on a Vestry Transition Plan and discernment process.
 - She would like to increase our in-person Vestry meetings.
 - Hap Wheeler has restarted the Communications Committee. **See ATTACHMENT B.** This is important because often parishioners voice concerns about lack of communication and that they don't know what is going on.
 - We are looking at options for hiring an Assistant Rector in the near future.
 - Ellen reminded the Vestry to send her updates.
- **Email Vote - Haiti Student Fund** – **See ATTACHMENT C.** The Vestry approved by an email vote the expenditure from the Haiti University Student Account of \$8,769.35, along with the previously approved \$2,000 from Operating Outreach Expense to Summits Education.
- **Outreach Committee:** The Outreach Committee will put together a summary update for TEMPO. Jan Cribb will send updates for the calendar to Ellen.

NEW BUSINESS

1. **Treasurer's Report** [Bob Taylor] - **See ATTACHMENT D for detailed report.** Bob reviewed the detailed report and financial summary. Charlie Curtis made a motion to approve the Treasurer's Report; seconded by Jody Hunter. The report was approved unanimously.
2. **Outreach Ministry request to approve expenditure of \$11,195.35** [Harry Morse] -**See ATTACHMENT E:** Haiti Payment Request Bois Joli, and **ATTACHMENT F:** Haiti Payroll Expenses Bois Joli. Payments will be from the "Cange, Haiti Fund" to pay for Bois Joli Teachers Adopt a Village Commitment. We have sufficient funds in the Haiti line item to cover this request.

- **Background:** Harry shared that we committed ourselves to financial support of the Bois Joli school about 25 years ago as part of a Diocesan initiative. Four churches were involved. As years have gone by, two of those churches are no longer involved. Grace Episcopal continues to meet their commitment; Holy Trinity has been more intermittent in their support. Harry emphasized that the needs in Haiti have greatly increased over the years - there is no government funding for school, so they rely entirely on Summits Education, which our donations help to fund. Conge efforts are not connected to Summits.
 - **Comments:** It would be beneficial for the Vestry to have a clearer understanding of what our commitment is to Haiti and for how long. There are numerous funds set up for Haiti in our accounting records - can they be streamlined? How are funds raised for these funding streams? In the future, should we have a fixed dollar amount to consider each year for funding?
 - **Vote:** Harry made the motion to approve the expenditure; seconded by Chesley: motion passed unanimously.
3. **Beth Kunkel Estate – Recommendations - See ATTACHMENT G.** The Beth Kunkel Subcommittee that was charged to develop a plan for how to distribute the funds left to Holy Trinity by her estate submitted its report. The following motions were made; no second required since two Vestry members served on the Subcommittee.
- a. **Motion 1: A principal only payment of \$500,000 on the Trinity Place loan be made immediately.** Motion passed unanimously.
 - b. **Motion 2: A Legacy Fund be created by combining \$72,000 from the Kunkel Estate Fund to the balance of the Anderson Fund.** Motion passed unanimously. Andrew Baker offered to do some research on the Anderson family, since little is known.
 - c. **Motion 3: The remaining Kunkel Estate Funds of \$118,917 (*estimated amount, pending final expenditures related to the sale of the Kunkel property*) be allocated for the projects listed. (See full list of eleven projects and funding in ATTACHMENT F.)** The Vestry decided to postpone a vote on this motion until additional information can be collected on how money will be spent in each of the eleven proposed line items.
4. **St. Paul's Churchyard Guidelines – [Andrew Baker]** - Request to approve churchyard guidelines provided at the May 2023 Meeting. **See ATTACHMENT H.** Hap made a motion to approve; seconded by Andrew. Motion approved unanimously.
5. **Parish-wide Survey –** Request to approve Survey sub-committee to be led by Hap Wheeler. **See ATTACHMENT I.** Andrew Baker, Kathy Crouse, and Hap comprise the committee, representing three generations. Mel Harriss volunteered to join the committee. There was discussion about how we have already completed our Mutual Ministry Review (MMR) and this survey may not be needed. Hap pointed out that this survey will get input, good and bad, from all parishioners (MMR was directed to ministry leaders), including those who have distanced themselves from the church. It is important to seek feedback from everyone. They will tailor an instrument that has been field tested before rather than develop their own.

REPORTS

- a. Rector (Mtr. Suz) –**See ATTACHMENT J.**

- i. Mtr. Suz is seeking key ministry leaders for pastoral care - both a chair and an open seat on the committee. We also need more members of the team that handles receptions for funerals. Please consider candidates and share your thoughts with Mtr. Suz.
 - ii. Mtr. Suz would like for the Vestry to meet Sunday afternoons after the 10:30 service (at 12 or 12:30PM) because of changes to the Sunday Canterbury schedule. Ellen said our next meeting will follow the proposed schedule, and we will finalize a new meeting schedule for the future at that time.
- b. Junior Warden (Bill) – **See ATTACHMENT K.**
- c. Senior Warden Report (Ellen) - **See ATTACHMENT L.**
- d. Jan Cribb gave a reminder about the Women’s Retreat and encouraged all women to go.

NEXT VESTRY MEETING – 20 August 2023. The meeting will be in person following 10:30 AM service with Zoom available.

BISHOP VISITATION SUNDAY – 27 August 2023

CLOSING PRAYER - Ellen led the closing prayer.

Meeting Adjourned: 9:05 PM

Respectfully Submitted:

Rebecca Eidson, Clerk to the Vestry

ADDITIONAL ATTACHMENTS - from Parish Committees:

- **ATTACHMENT M: St. Paul’s Committee Meeting Minutes**



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

Mutual Ministry Study Goals for 2023

Grow Membership and engagement!

Near-term Goals – 3 months	Responsible	Status
1. Vestry Transition Plan – Outline vestry succession and transition plan	Mtr. Suz & Ellen	Discernment process outlined
2. Options for Vestry Meetings – Explore options for vestry meetings now that we are more comfortable meeting in person. Consider in-person, hybrid, various days or times	Ellen & Bill H.	Alternating in-person / hybrid test
3. Expand Fellowship (Engagement) Ministry. Re-establish a Fellowship Ministry to support engagement opportunities. a. Define what events Fellowship is responsible for b. Clarify Fellowship responsibilities	Jan, Betty, and Mel	
4. Parish Calendar for 2023-24. Develop annual parish calendar for the 2023-4 program year. To be done in June and ready for 2023 -4 academic year.	Jerae, Jan, Mel, Mtr. Suz, Stephanie L.	
5. 1st Sunday children's service. Bring back children helping with dismissal (possibly make this every Sunday).	Mtr. Suz	In process
Intermediate Goals – 6 months.		
6. New Name Tags for the Parish	Rebecca Eidson and Wesley Ramey	Target Welcome Sunday?
7. Updated Parish Directory	Jack McKenna, Wesley & Will Cate	Photos taken
8. Event Communications – Enhance our communication of Parish events	Hap	Inaugural Comms meeting – see minutes
9. New Ideas for Worship – Worship ministry to propose new ideas for worship service. Consider asking our parish and other churches for ideas	Mark Stokes, Mtr. Suz	Sunday 5 PM starting this fall
Goals for the year		
10. Website refresh – Enhance our website, including mobile accessibility	Hap	See #8
11. Asst. Rector – Explore options for hiring an Asst. Rector	Vestry, Finance & Mtr. Suz	

As of 25 June 2023

ATTACHMENT B

Minutes

Holy Trinity Communications Committee

5/24/23

Present: Anita Arms; Will Cate; Kathy Crouse; Wesley Ramey; Iris Reed; Scotty Timms

Absent: Meredith McTigue*

1. Hap, as vestry liaison and acting chair, opened the meeting at 9:10 AM with a prayer.
 2. He introduced the various members and indicated the special background and skills they brought to the committee.
 3. He reviewed the charge for the vestry, which is in the agenda and attached notes. He indicated that the goal of enhancing communication of parish events seems to be part of a bigger effort to improve communication, so the deadline of Sept. 1 is perhaps too soon. The deadline of April 21, 2024 for enhancing the website may be unnecessarily too far into the future.
 4. Hap and Kathy agreed to write a committee mission statement, as any previous one could not be found, and the committee's scope has likely changed from previous iterations.
 5. Hap called for an election of a chair, as he is the vestry liaison, a position that does not de facto make one a committee chair. There was apparent consensus that he serve as chair. He also agreed to keep minutes, apparently also agreed upon by consensus, so there was not an election of a secretary at this time,
 6. Hap suggested that the committee form two subcommittees, each to address the two broad charges of the vestry:
 - a. A website subcommittee led by Meredith with Will and Kathy as additional members.
 - b. A "newsletter" subcommittee led by Iris Reed with Anita and Hap as additional members.
 7. The website seems to be a principal concern of many parishioners and the leadership of the church. Some of the issues can be found in the notes attached to the agenda. Accordingly, it will be the initial focus of the committee. Will gave some background on how the current website was developed and is maintained. It was generally agreed that a new website would be created and that the old one would be replaced after a beta test of the new one by parishioners and some evaluators outside the church is conducted and the results reviewed. Several members of the committee commented on ideas for the site in part based on the two "models" that were in the podcast sent to the committee. It was generally decided that all committee members share input with the committee on design and content before the next meeting. Meredith has been provided with a church laptop to start the design process, with a progress report pending for the next meeting.
 8. The "newsletter" subcommittee was initially charged with clarifying how TEMPO should be delivered; that is exclusively on-line, exclusively in print or some combination if the two. Iris provided background on the development and current delivery of TEMPO.
 9. The next meeting was set for June 27th at 9 AM in the church office.
 10. The meeting was adjourned at 10:10 AM.
- Respectfully submitted,
- Hap Wheeler

*Meredith met with Hap later that day to review the proceedings of the meeting, go over the website in detail and receive the church laptop for website development.

ATTACHMENT C

From: Ellen Haase elleneddyhaase@gmail.com
Subject: Noted - Request from Outreach Ministry for Email Vote
Date: Jun 5, 2023 at 21:21:54
To: bettysnowden bettysnowden@bellsouth.net

Hello Betty - I received a few other questions on this topic. I think the Outreach Ministry did not realize they needed to get further Vestry approval so they did not request the check early enough for us to wait for the next vestry meeting. I will put this on the agenda for the June meeting so we can get a full update.

Peace,
Ellen

Ellen Haase
Mobile - [917.972.6062](tel:917.972.6062)

On Jun 5, 2023, at 20:04, bettysnowden <bettysnowden@bellsouth.net> wrote:

Ellen, I will vote to approve but have questions about the Haiti fund and the outreach budget. I would like to have been able to discuss this before the vote. I think we need to look at these funds and what we are contributing to before we disperse any more money. Betty

On Monday, June 5, 2023 at 04:39:45 PM EDT, Ellen Haase <elleneddyhaase@gmail.com> wrote:

Dear Vestry - the Outreach Ministry has requested approval of an expenditure to Summits Education for Haiti University Student Fund for tuition, monthly fees, materials and indirect fees totaling \$10,769.35. Of this amount, \$2,000 was previously approved as part of the 2023 Outreach budget. The balance of \$8,769.35 will be paid from the University Student account in the Cange, Haiti Fund. Therefore, you are asked to vote whether you approve the \$8,769.35 amount from the University Student account in the Cange, Haiti Fund. Thank you for your attention to this matter and for your service to Holy Trinity.

Peace,
ellen

Treasurer Report to Vestry, June 25, 2023

Bob Taylor

This report will present

- A review of the May 31, 2023 financial statements
- An analysis of the pledge & plate activities for 2022 and 2023
- A financial assessment of the Vestry Subcommittee's recommendations for the dispersion of the Kunkel Estate Fund

The Finance Committee's Review of May 31, 2023 financial statements resulted in the following observations which have the corresponding numbers on the indicated pages for easy of identification:

1. Ample checking account balance of \$73,512.64 (page 3) with the \$27K parish hall flooring expense to go.
2. The \$75K Kunkel Life Insurance went into the Edward Jones account (page 3) along with the June 2nd \$527,292.33 check from the sale of the Kunkel property bringing the Edward Jones balance to over a million dollars.
3. More prepaid pledges (pages 3 & 5) arrived in May which will help with the income flow for the remainder of the year.
4. The Building Maintenance Fund is \$3.91 (page 4) following the final payment of \$45,757 for the Nave HAVC units and is need of replenishing.
5. The football parking revenues in May increased the Trinity Place Funds by \$32K (page 4). The diligent work of Evyone with supervising the collection of revenue and correspondences with the football parking customers has been instrumental for this successful revenue season.
6. May pledge and plate offerings were above budget and helped decrease the deficit in total income to date to \$15,948.98 (page 5). An analysis of pledge and plate offerings is provided in later in this report
7. Income exceeded expenses by \$12,989.05 (page 6) in May, but the negative \$1,062.72 (page 6) in maintenance represents insurance reimbursement received and parish hall flooring expenses still to be paid in July.
8. When the flooring is paid, expenses to date will exceed income to date by about \$8K.
9. Trinity Place funds (\$57K in cash) are sufficient for the monthly payments through the end of the year with an estimated \$20K football parking revenue still to arrive (page 7).
10. A substantial amount of lump sum (for the year) pledge payment is scheduled to arrive in June. It was decided to list half of this payment in June's pledge income and half in prepaid pledge income to be prorated monthly over the remaining 6 months. The net effect will be a very inflated June income and will bring income to date substantially over budget at the end of June.

Review of pledge and plate offerings.

Evyone and Dorothy prepared a spreadsheet on contributions (2022 & 2023 pledge and plate total contributions) without parishioners' names. While the intended giving cannot be ascertained by the data, the following patterns might be reflexive from the summary spreadsheet.

- It appears that a few 2022 pledging households have become significant plate contributors in 2023.
- Perhaps a dozen pledging households have yet to transfer in their lump sum pledge from stocks or tax-deferred funds, maybe waiting for a better stock market (note lump sum pledges this year have been transferred in later than usual) or maybe some of these households are not planning on

completing their pledge. There is probably about \$75,000 still to be transferred in from tax-deferred holdings with about \$50,000 scheduled for transfer in June.

- It appears that over 2 dozen households give to the plate offerings (with about ½ dozen doing so very significantly).
- There are slightly less than 2 dozen pledging households in 2022 which did not continue in 2023.
- There are about a dozen new pledging households in 2023 who did not pledge in 2022.
- If expenses are close to budget for the remainder of the year and the income flow trend continues, then it is very likely that a surplus will be available at the end of the year.

A working draft of The Vestry Subcommittee's Recommendations for the distribution of Kunkel Funds was provided to the Finance Committee for review with respect to financial functionality. Following some interesting discussion, it was determined that the financial aspects were sound and functional.

ACCOUNTS PAYABLE CHECK REQUEST VOUCHER

(Reimbursement checks are typically issued on the 1st and 15th of each month.)Mail check X OR Pick up check at Church Office _____

Payable to: SUMMITS EDUCATION
19 COTTAGE AVE C/O CAROLYN MELLIN
 Address: SOMERVILLE, MA 02144
 Email or Website if available: CAROLYN @ SUMMITS.ORG
 Phone: 617-642-2172

Account Name	Account Number	Amount
Check total		\$ 11,195.35

Purpose(s):	
HOLY TRINITY CLEASON SUPPORT FOR	
BOIS JOLI TEACHERS 8/22-5/23	
Date of Request: 6/21/23	Date Needed: ASAP

Requested by EARL BURCH
HARRY MORSE / OUTREACH

Approved by Paul J. Morse
 Designated Representative (usually Committee Chair or Vestry Liaison)

ATTACHMENT F

**STAFF TEACHER SALARY PAYMENT
CHRIST ROI / BOIS JOLY SCHOOL**

	<u>\$ 11,139.27</u>	<u>HTG 1,693,968.00</u>		
	<u>USD Equivalent</u>	<u>Amount Pay in gourde</u>		
30-Aug-22 Pedagogic director' salaries august 2022	\$ 159.25	HTG 21,180.00		
30-Aug-22 Leader's salaries august 2022	\$ 101.88	HTG 13,550.00		
30-Aug-22 Gardian' salaries august 2022	\$ 177.59	HTG 23,620.00	HTG	58,350.00
30-Sep-22 Pedagogic director' salaries september 2022	\$ 159.25	HTG 21,180.00		
30-Sep-22 Leader's salaries september 2022	\$ 101.88	HTG 13,550.00		
30-Sep-22 Gardian' salaries september 2022	\$ 177.59	HTG 23,620.00	HTG	58,350.00
30-Oct-22 Pedagogic director' salaries october 2022	\$ 153.48	HTG 21,180.00		
30-Oct-22 Leader's salaries october 2022	\$ 98.19	HTG 13,550.00		
30-Oct-22 Gardian' salaries october 2023	\$ 171.16	HTG 23,620.00		
30-Oct-22 Teachers' salaries october 2022	\$ 958.30	HTG 132,246.00	HTG	190,596.00
30-Nov-22 Pedagogic director' salaries november 2022	\$ 142.15	HTG 21,180.00		
30-Nov-22 Leader's salaries november 2022	\$ 90.94	HTG 13,550.00		
30-Nov-22 Gardian' salaries november 2023	\$ 158.52	HTG 23,620.00		
30-Nov-22 Teachers' salaries november 2022	\$ 887.56	HTG 132,246.00		
30-Nov-22 Guide' salaries november 2022	\$ 50.34	HTG 7,500.00	HTG	198,096.00
20-Dec-22 Pedagogic director' salaries december 2022	\$ 138.89	HTG 21,180.00		
20-Dec-22 Leader's salaries december 2022	\$ 88.85	HTG 13,550.00		
20-Dec-22 Gardian' salaries december 2023	\$ 154.89	HTG 23,620.00		
20-Dec-22 Teachers' salaries december 2022	\$ 867.19	HTG 132,246.00		
20-Dec-22 Guide' salaries december 2022	\$ 49.18	HTG 7,500.00	HTG	198,096.00
30-Jan-23 Pedagogic director' salaries january 2023	\$ 134.90	HTG 21,180.00		
30-Jan-23 Leader's salaries january 2023	\$ 86.31	HTG 13,550.00		
30-Jan-23 Gardian' salaries january 2023	\$ 150.45	HTG 23,620.00		
30-Jan-23 Teachers' salaries january 2023	\$ 842.33	HTG 132,246.00		
30-Jan-23 Guide' salaries january 2023	\$ 47.77	HTG 7,500.00	HTG	198,096.00

**STAFF TEACHER SALARY PAYMENT
CHRIST ROI / BOIS JOLY SCHOOL**

	<u>\$ 11,139.27</u>	<u>HTG 1,693,968.00</u>		
	<u>USD Equivalent</u>	<u>Amount Pay in gourde</u>		
28-Feb-23 Pedagogic director' salaries february 2023	\$ 129.94	HTG 21,180.00		
28-Feb-23 Leader's salaries february 2023	\$ 83.13	HTG 13,550.00		
28-Feb-23 Gardian' salaries february 2023	\$ 144.91	HTG 23,620.00		
28-Feb-23 Teachers' salaries february 2023	\$ 811.33	HTG 132,246.00		
28-Feb-23 Guide' salaries february 2023	\$ 46.01	HTG 7,500.00	HTG	198,096.00
28-Mar-23 Pedagogic director' salaries march 2023	\$ 130.34	HTG 21,180.00		
28-Mar-23 Leader's salaries march 2023	\$ 83.38	HTG 13,550.00		
28-Mar-23 Gardian' salaries march 2023	\$ 145.35	HTG 23,620.00		
28-Mar-23 Teachers' salaries march 2023	\$ 813.82	HTG 132,246.00		
28-Mar-23 Guide' salaries march 2023	\$ 46.15	HTG 7,500.00	HTG	198,096.00
28-Apr-23 Pedagogic director' salaries april 2023	\$ 136.65	HTG 21,180.00		
28-Apr-23 Leader's salaries april 2023	\$ 87.42	HTG 13,550.00		
28-Apr-23 Gardian' salaries april 2023	\$ 152.39	HTG 23,620.00		
28-Apr-23 Teachers' salaries april 2023	\$ 853.20	HTG 132,246.00		
28-Apr-23 Guide' salaries april 2023	\$ 48.39	HTG 7,500.00	HTG	198,096.00
28-May-23 Pedagogic director' salaries may 2023	\$ 136.65	HTG 21,180.00		
28-May-23 Leader's salaries may 2023	\$ 87.42	HTG 13,550.00		
28-May-23 Gardian' salaries may 2023	\$ 152.39	HTG 23,620.00		
28-May-23 Teachers' salaries may 2023	\$ 853.20	HTG 132,246.00		
28-May-23 Guide' salaries may 2023	\$ 48.39	HTG 7,500.00	HTG	198,096.00

TOTAL AUGUST 22 @ MAY 2023

HTG 1,693,968.00
\$ 11,139.27

Total salaries excluding taxes August 22 - May 23 \$ 11,139.27

STAFF TEACHER SALARY PAYMENT CHRIST ROI / BOIS JOLY SCHOOL

		\$ 11,139.27	HTG 1,693,968.00
		USD Equivalent	Amount Pay in gourde
Profecion June & July 2023	\$ 2,556.08		
Amount received in 2022-2023	\$ 4,900.00		
Balance as of May 31, 2023	\$ (6,239.27)		
Balance as of July 31, 2023	\$ (8,795.35)		
Balance as of July 31, 2023 + CHW fee (M	\$ (11,195.35)		

Beth Kunkel Subcommittee Report to the Vestry, June 25, 2023
Harry Morse, Beth Snowden, Mel Harris & Bob Taylor

This report provides recommended dispersions for the Kunkel Estate Funds and culminates 3 months of investigations by the subcommittee. Vestry Members' input over the past few weeks factored significantly into these recommendations. The following table summarizes the Vestry Members preferences (using preferential voting). The individual comments accompanying the preferences were also extremely valuable in guiding the subcommittee's recommendations.

Vestry Member	Loan	Legacy	SAME	St. Paul's	Kitchen	Haiti OutR	Bldg	Local OutR	Dioc. Assess	Youth	Fencing	Signage	Reserve
Vestry 1	10	9	8	7									
Vestry 2	7	10	9		8								
Vestry 3	10	9	7				8						
Vestry 4	10	7		6		9	8	9					10
Vestry 5	10	9		8					7				
Vestry 6	7	10		8			9						
Vestry 7	10	7		9			8						
Vestry 8	10	9	8	7	6	5	2	4	1	3			
Vestry 9	10	9	4	5	2	3	8	7	1		6	6	
Vestry 10	7	5		8		6	9	6					10
Vestry 11	10		7		6	9		8					
Totals	101	84	43	58	22	32	52	34	9	3	6	6	20

Motion 1. A principal only payment of \$500,000 on the Trinity place loan be made immediately.

Rationale for Motion 1. A very large principal only payment was strongly endorsed by every Vestry Member response, and certainly is aligned with Beth's passion of paying off the loan as soon as possible. The principal only payments would shorten the payoff from February 2038 to May 2031 and save at least \$214,326.70 in interest paid (calculated on the current interest rate of 3.3%). If the interest rate is higher when the required re-negotiation occurs in February 2027, then considerably more interest is saved. For example, \$510,745.76 in interest would be saved by this \$500,000 principal only payment if the interest rate in 2027 were 6.5%. The subcommittee also considered applying \$400,000 to the loan immediately and delaying a \$100,000 payment until December 2023. This consideration was motivated by the two responses which wanted a more conservative approach to the dispersion of all of the Kunkel

Holy Trinity Episcopal Parish's Legacy Fund

On June 25, 2023, the Holy Trinity Vestry voted to add \$72,000 from the Kunkel Estate Fund to the Anderson Fund to create a combined Legacy Fund. The Legacy Fund would retain the conditions of the Anderson Fund agreement, namely,

1. at least 5% of the earnings each year would be added back to the principal of new Legacy Fund
2. annually, the Holy Trinity Vestry would have discretion in spending the accumulated earnings minus the required 5% re-investments.

With respect to item 2, it is expected that the Vestry's use of these discretionary disbursement would be in recognition of the Holy Trinity Legacy of Ragnar and Elizabeth Anderson and Beth Kunkel. The Anderson's were focused on Canterbury and St. Paul's activities. Beth Kunkel's Holy Trinity activities and passions included the SAME Garden, the Kitchen, local outreach and Haiti outreach.

The Holy Trinity Vestry can elect additional (financial) donors posthumously who have contributed significantly to the Missions of Holy Trinity Episcopal Parish.

Donors (brief historical summary of each Donor)

Ragnar and Elizabeth Anderson

Beth Kunkel

funds. However, most Vestry members favored a principal only payment in the neighborhood of \$500,000, and this prevailed as the subcommittee's strong recommendation.

Motion 2. A Legacy Fund be created by combining \$72,000 from the Kunkel Estate Fund to the balance of the Anderson Fund. A written description for the creation of the Legacy Fund is attached for Vestry approval. The intent and operatives of the Anderson Fund would be incorporated into the Legacy Fund.

Rational for Motion 2. The \$72,000 provides for the complete restoration of the Anderson Fund, thus relieving Holy Trinity from this legal obligation and allowing for the discretionary use of 95% of the annual earnings. It is intended that the discretionary disbursements would annually recognize the contributions to Holy Trinity's Programs & Missions by Beth Kunkel, Ragnar and Elizabeth Anderson, and future donors as elected by the Vestry.

Motion 3. The remaining Kunkel Estate Funds of \$118,917 (estimated – June Electric still to be paid, and residuals from deposits still to be received) be allocated for the projects listed in the following table:

Building Maintenance Fund	\$50,000.00
St. Paul's	\$30,000.00
Kitchen Upgrades	\$1,917.00
SAME Garden	\$1,000.00
Trinity Place Fencing	\$8,500.00
Clemson Community Care	\$5,000.00
Haiti - Bois Joli Teacher Salaries	\$7,000.00
Haiti - EBS warmers for school Lunches	\$1,500.00
Haiti - Fish Food Project	\$5,000.00
Youth	\$5,000.00
Haiti University Student	\$4,000.00
subtotal	\$118,917.00

Mechanics. For the projects and amounts which are approved by the Vestry, appropriate committees and individuals may proceed with planning expenditures subject to approval via the usual Holy Trinity Expenditure Policy. Monthly reports on the Kunkel Estate Fund expenditures would be included in the financial reports to the Vestry from July 2023 to December 2023.

Notes: The subcommittee's intent in only allocating \$30,000 to St. Paul's restorations was for the Holy Trinity Parishioners to remain engaged in the renovation efforts, and perhaps, be advertised as matching funds for parishioners contributions. Also, the subcommittee felt that the use of earnings from the St. Paul's Endowment subaccount should be appropriate for the renovation efforts.

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Year	Balance	Interest	5% interest reinvested	Would have been available for use
1993	\$127,301.52			
2004	\$147,870.00	\$20,568.48	\$1,028.42	\$19,540.06
2005	\$148,898.42	\$4,020.26	\$201.01	\$3,819.24
2006	\$149,099.44	\$4,025.68	\$201.28	\$3,824.40
2007	\$149,300.72	\$4,031.12	\$201.56	\$3,829.56
2008	\$149,502.28	\$4,036.56	\$201.83	\$3,834.73
2009	\$149,704.11	\$4,042.01	\$202.10	\$3,839.91
2010	\$149,906.21	\$4,047.47	\$202.37	\$3,845.09
2011	\$150,108.58	\$4,052.93	\$202.65	\$3,850.29
2012	\$150,311.23	\$4,058.40	\$202.92	\$3,855.48
2013	\$150,514.15	\$4,063.88	\$203.19	\$3,860.69
2014	\$150,717.34	\$4,069.37	\$203.47	\$3,865.90
2015	\$150,920.81	\$4,074.86	\$203.74	\$3,871.12
2016	\$151,124.55	\$4,080.36	\$204.02	\$3,876.34
2017	\$151,328.57	\$4,085.87	\$204.29	\$3,881.58
2018	\$151,532.86	\$3,030.66	\$151.53	\$2,879.13
2019	\$151,684.40	\$5,308.95	\$265.45	\$5,043.51
2020	\$151,949.84	\$2,537.56	\$126.88	\$2,410.68
2021	\$152,076.72	\$2,083.45	\$104.17	\$1,979.28
2022	\$152,180.89	-\$745.69	-\$37.28	-\$708.40
1/1/2023	\$152,143.61	\$2,159.83	\$107.99	\$2,051.84
5/31/2023	\$152,251.60			
		\$85,472.21	\$4,273.61	\$81,198.60

6/6/2023

The Anderson Trust Agreement and Wills are on file in the Holy Trinity Episcopal Church Office (HT).

The trust provided \$127,301.52 in 1993 to Holy Trinity with the stipulations:

- 95% of the income earned could be spent for church purposes by the governing body of HT in its discretion in keeping with the Anderson's aims as set forth at least 50% of the income be spent on program work with Clemson University students, not primarily on buildings and physical needs.
- some of the funds be used from time to time on maintaining St. Paul's church building and churchyard.
- 5% of the income be added to the principal to keep the fund from declining in value because of inflation.

By December 31, 2004 the Anderson Fund balance had grown to \$147,870

In May 2005, HT Vestry approved construction costs of \$135,624 from the Anderson fund to pay for renovations in the Parish Hall basement for Canterbury use (the Clemson University student group of HT).

May 2011, HT Vestry approved expenditure of \$1,000 from the Anderson Fund to purchase a headstone for Ragnar and Elizabeth Anderson graves in St. Paul's cemetery, leaving the balance of the Anderson Fund to be \$15,835.

December 31, 2017 balance \$15,945.87.

On May 31, 2023, the Anderson Account should be \$152,251.60

using an average interest rate of 2.7% per year for 2004 through 2017

2% for 2018, 3.5% for 2019, 1.67% for 2020, 1.37% for 2021, and -0.49%

for 2022, and 3.4 for the first five months of 2023 with 5% of the interest income being added back to the principle.

The average interest rate of 2.7% was determined by the growth of the

\$12,246 (\$147,870 - \$135,624) in 2004 to \$16,786.97 (\$15,786.97 + \$1,000) in 2018.

The interest rate for the Anderson investment was approximately 2% in 2018.

The interest rate for the Anderson investment was approximately 3.5% in 2019.

The interest rate for the Anderson investment was approximately 1.67% in 2020.

The interest rate for the Anderson investment was approximately 1.37% in 2021.

The interest rate for the Anderson investment was approximately -0.49% in 2022.

Currently, the complete restoration of the Anderson Fund would require \$71,221.52

(\$152,251.60 - \$81,030.08). The restoration plan approved by the Vestry June 19, 2018

was \$16,000 in 2018 and \$24,000 per year for 2019-2023). No Payment was made on the

Anderson Fund restoration in 2021, 2022 & 2022 because of anticipated budgetary shortfalls.

St. Paul's Episcopal Church and Churchyard, Pendleton, South Carolina

Guidelines and Agreement for Churchyard Interment

St. Paul's Church and Churchyard Authority and Responsibility: St. Paul's Episcopal Church, Pendleton, South Carolina, is a historic unorganized Mission of the Diocese of Upper South Carolina. The Diocese has entrusted the care of St. Paul's Church and its Churchyard to the Rector and Vestry of Holy Trinity Episcopal Church in Clemson, South Carolina. The Rector of Holy Trinity Church serves as the Priest in Charge of St. Paul's Church and has sole discretion in determining the use of St. Paul's Church and the Churchyard. The St. Paul's Committee, herein referred to as the "Committee," was established by the Vestry to serve as an advisory board to the Rector and to assist the Rector in managing the affairs of St. Paul's Church and the Churchyard.

Purpose of Agreement: All individuals who wish to contribute to the St. Paul's fund for the right to interment in the Churchyard will receive a copy of this document for review and signature. The original signed copy is to be returned to the Holy Trinity Church office with the designated contribution before the arrangement is official and an agreed-upon plot is designated. A copy of the fully executed agreement will be returned to the individual who signs the agreement. A record of the designated plot is kept with official church records. Those who made arrangements for a plot(s) and submitted the designated contribution prior to the existence of this agreement will be provided with a copy of for guidance, if their address(es) is known.

St. Paul's Church Building Guidelines:

1. All services at St. Paul's Church shall be in accordance with the Canons of the Episcopal Church.
2. All services must be approved by the Rector in advance.
3. The church is open during published times for services and special occasions, which include, but are not limited to weddings, funerals, and approved historical celebrations.
 - a. The Pendleton Historic Foundation is authorized to escort tour groups through the church and Churchyard.
 - b. All other requests shall be handled by the Committee with final approval by the Rector, through the Holy Trinity Episcopal Church office.
4. Procedures and fees for weddings at St. Paul's will be in accordance with the "Wedding Preparation Guide" of Holy Trinity Episcopal Church.
5. The Committee shall oversee the maintenance and upkeep of the church building in consultation with the Rector.

Churchyard Guidelines:

1. Interment in the St. Paul's Churchyard is available to communicants in good standing of Holy Trinity Episcopal Church, Clemson, SC; former communicants of St. Paul's, Pendleton; and members of their families related by blood, marriage, or adoption through one generation. Requests for interment outside these limits will be reviewed and a decision rendered by the Rector.
2. It should be understood that no deed to church land can be granted. St. Paul's Church and Churchyard are the property of the Episcopal Diocese of Upper South Carolina.
3. The right to interment may be obtained by contributing to the St. Paul's Fund established through Holy Trinity Episcopal Church. The amount of such contributions is set by the Vestry and may be modified as needed. Once purchased, the right to interment has no monetary value to the purchaser and is not transferable.

4. The assignment of burial plots is made using the St. Paul's Churchyard Master Plot Plan. Burial plots, each measuring 4 feet by 11 feet, are documented on the Master Plot Plan. Maintaining and updating the Master Plot Plan is the responsibility of the Rector or designee of the Rector.
5. No burial plot shall be reserved or designated for use by an individual until the appropriate contribution and signed agreement (this document) has been accepted by the Rector or the Rector's designee.
6. The Committee retains the authority to substitute a plot other than that designated, should the need arise. It is intended that all agreements referring to plot designations should be honored.
7. All services and interments must be approved by the Rector in advance.
8. All interments must be performed by a mortuary with the exception of cremains, which may be interred by Churchyard staff if approved by the Rector. An interment fee may be assessed for each interment of cremains not performed by a mortuary. The amount of this fee is set by the Vestry and subject to change as needed.
9. Each burial plot may be used to accommodate up to two members of a family through means of layered burials. For cremains, such use will be limited to the ashes of three family members.
10. No interment of animals is permitted.

Gravesite and Headstone Guidelines:

1. St. Paul's Churchyard is religious in nature. By its very existence, it affirms the teaching and traditions of the Episcopal Church and commemorates entrance into Eternal Life as promised at one's Baptism. As such, all headstones should be in keeping with the historic dignity of the Churchyard and the guidelines listed in this section.
2. Prior to placing an order for a headstone, the individual(s) responsible for the interment must review the guidelines listed below and discuss specific design and inscription wishes with the Rector, or the Committee on the Rector's behalf.
 - a. Headstone Inscriptions:
 - i. Inscriptions should include legal first, middle, and last names, along with the dates of birth and death if known. Age at death may be included.
 - ii. If additional Inscriptions are desired, they should be simple, reverent, and theologically based quotations from Holy Scripture or literary sources. References to vocation are also acceptable.
 - iii. It is recommended that all headstones include a cross or other religious symbol.
 - iv. If nicknames or "pet" names are desired, they should be included in quotation marks within the name of the deceased.
 - v. Secular images or references to hobbies, pastimes, sports teams, and/or political views are strongly discouraged.
 - b. Headstone Materials and Gravesite Stipulations:
 - i. Headstones should be made of granite, marble, or other stone. If a metal plate or marker is used, it should be affixed to an approved stone material.
 - ii. Headstones should not include built-in spaces for potted plants and/or other adornments as they inevitably fill with water, debris, dirt, and moss which becomes

unsightly and can cause deterioration of the stone.

- iii. Arrangements for headstones should be made such that they can be placed within one year of interment.
 - iv. Headstones must be delivered and erected by the monument maker. Holy Trinity Church and St. Paul's will not accommodate or accept any mail order or delivered headstones.
 - v. Enclosures of any kind around any grave or burial plot, such as a fence, hedge, or coping must be approved in advance by the Rector or the Committee. Long term care and maintenance of enclosures should be considered when making a decision.
 - vi. All burial plots should be flush with the established grade.
 - vii. Caskets are required, but vaults or grave liners are optional for burial of remains. An exception for ashes allows for uncontained interment.
 - viii. The maintenance of headstones, memorials, and markers are the responsibility of the family of the person interred. If the Committee determines that a headstone, marker, or memorial is not being sufficiently maintained, the Committee reserves the right to intervene in its conservation.
3. Headstones and gravesites in place prior to the adoption of these regulations are "grandfathered" in and may remain unaltered. Alterations to existing headstones and gravesites are subject to these guidelines and requirements.

Grave Decorations:

- 1. Funeral flowers will be removed after they become wilted and/or unsightly.
- 2. Plantings (trees, shrubs, vines, flowers, etc.) on or around grave plots are strongly discouraged because of issues associated with long-term care, maintenance, and upkeep.
- 3. Only fresh flowers and potted plants may be placed on grave sites. Those placing these items should remove them when they wilt or die.
- 4. No artificial plants or flowers are permitted. Artificial wreaths, such as holiday or memorial wreaths, may be placed on grave plots during the traditional seasons and then must be removed.
- 5. Ornamentations to Veterans' graves must be in accordance with guidelines provided by the US Department of Veterans Affairs National Cemetery Administration. See <https://www.cem.va.gov/> and <https://www.arlingtoncemetery.mil/Visit/Events-and-Ceremonies/Flags-In>
 - a. American flags may be placed on Veterans' graves two (2) days before the following holidays: Memorial Day, July 4th, and Veteran's Day; said flags should be removed as soon as possible after the holiday.
 - b. Grave ornamentations to honor veterans, such as medallions, also must follow guidelines provided by the US Department of Veterans Affairs National Cemetery Administration.
 - c. Veterans' organizations seeking to place adornments on the graves of Veterans (temporary or permanent) must seek approval in advance from the Rector, or the Committee on the Rector's behalf. Adornments placed without prior approval may be removed by the Rector or Committee at their discretion.

Churchyard Maintenance:

1. The Committee will oversee the maintenance and upkeep of the Churchyard.
2. The Committee has the authority to have any tree, shrub, or plant in the Churchyard trimmed or removed at their discretion.
3. The Committee has the authority to remove any item(s) that is not considered to be in keeping with the general appearance of the Churchyard.
4. All openings and closings of graves must have prior approval by the Rector and be coordinated through the Committee designee.

By signing this document, I acknowledge that I have read, understand, and agree to abide by the guidelines set forth in this agreement for Churchyard Interment at St. Paul's Episcopal Church and Churchyard in Pendleton, South Carolina.

PLOT NUMBER(S) ASSIGNED: _____

Printed Name of Person Purchasing the Right to Interment

Mailing Address

Email and Phone Number

Signature of Person Purchasing the Right to Interment

Date

Printed Name of Rector and/or St. Paul's Committee Representative

Signature of Rector and/or St. Paul's Committee Representative

Date

Original to be kept in church files; copy to person making donation for the right to interment.

Holy Trinity Parish-wide Survey for 2023

Please consider a motion to come proceed with the parish-wide survey as approved at our February 2023 Vestry Meeting (see excerpt from the minutes below). In the motion it mentions that this would be done in 2023. Having made the motion to conduct the survey, Hap Wheeler has volunteered to form the ad hoc survey committee, with input from the vestry, and to lead the survey committee.

Motion approved at February 2023 Vestry Meeting

Hap Wheeler made a motion for the Vestry to approve a parish-wide survey review to be conducted in 2023. He further moved that the Vestry establish an ad hoc parish-wide survey committee to consult relevant resources, prepare draft questions, consider recipients of the survey, and recommend the procedures for conducting the survey. Hap also noted that it seems prudent that the survey be informed by the outcomes of the Mutual Ministry review but not be constrained by those outcomes. It should endeavor to determine the efficacy of our current ministries and the church leadership and solicit ideas for new ministries. It should endeavor to determine what attracts newcomers and why formerly active parishioners are currently less active or have left the church. Harry Morse seconded the motion. After discussion, the motion passed with six in favor and three opposed.

Rector's Report to Vestry 6/25/2023

Worship:

- Attendance has held steady since Memorial Day Weekend with around 18 at 8:00, and between 68-78 at 10:30
- The choir has been providing outstanding leadership and musicality as they wrap up their season and prepare for a 6 week hiatus beginning 7/2, returning 8/13.
- Lynn Sanders will supply the weekend of 8/13.
- Bishop Daniel will visit Holy Trinity on 8/27, which is also Welcome Sunday for Canterbury Students.
 - At this point we have 4 adults to present to the bishop for Reception into The Episcopal Church.
 - Jan has put together a plan and a crew for the visitation festivities.
 - Vestry members should make every effort to attend church on this day and prepare for our meeting with +Daniel.
 - I am currently working on the pre-visitation questionnaire and would welcome any input on what you would like to discuss with +Daniel when we meet with him.
- Plans are underway for Sunday evening services beginning 9/10
 - 1st Sunday – Canterbury Students lead Evening Prayer
 - Other Sundays – Canterbury Students help plan and lead Holy Eucharist, with a variety of worship styles under consideration: Celtic, Folk Mass, Taize.
- Cynthia reports potential growth in Children's Choirs—a couple of former choristers returning, one or two private music students have expressed interest, and working on having EDS students combine with Children's Choir for EDS Sunday offertory
- Volunteers needed in all areas of Worship Support, especially for 8:00 service and St. Paul's.

Ministry Leadership:

- Due to relocations of ministry leaders this year, we have vacancies in leadership for the Pastoral Care Committee and The Pasqualies, Mary Lou Sigsby is moving to the coast and will not be able to continue as the St. Paul's Committee Chair. Mike Diemer has agreed to step into that role. The Vestry has responsibility for recruiting and appointing ministry leaders, so I'm asking for a motion to appoint Mike as the Chair of the St. Paul's Committee.
- As we prepare to recruit new Vestry members, I am commending to the Vestry a recent article from Pinnacle Leadership:
<https://www.pinnlead.com/blog/2023/6/20/leadership-expectations>

Canterbury:

- We begin new schedule for Canterbury meetings on 8/27.
- Peer Minister, Scotty Timms and I have been working on programming for the fall semester.
- Scotty is already working social media to engage former, current, and potential Canterbury students.
- Now that the preschool is secured from the lower level, I would like to offer the Canterbury Center for study groups (with a Canterbury sponsor). I'm asking for input from the Vestry before proceeding with the development of a group meeting covenant.
 - I'm thinking of an 8 person limit per group
 - Canterbury regular must be present for all meetings
 - Housekeeping rules to include instructions for clean up and disposal of food waste.
 - I would like to relocate large white board from 3rd floor adult classroom to Canterbury Center conference room.

From: Bill Hurst wthurst73@gmail.com
Subject: Junior Warden Report June '23
Date: Jun 23, 2023 at 15:22:29
To: elleneddyhaase@gmail.com

Ht-Jr. Warden report 6/23/23

1. Flooring installation in the Parish Building main floor hall and classrooms begins Monday 6/26. Nursery, Day School Director office , and Children's Chapel included. Anticipate 5-7 days duration.
2. Quotes for gutter replacement and repair are coming in. Repair of problem items may be best for now.
3. Wesley and I are meeting with a vendor about inspection and training on AED units we have at HT and St. Paul's.
4. Dishwasher issues are resolved. ECOLAB will supply new dispensers for the system and provide soap/rinse aid supplies.
5. A survey was made by our AC contractor to determine age/condition of the last handful of machines we have. Results pending.
6. Elias Outdoor Services will take over lawn/yard care responsibilities at St. Paul's beginning July 1st.
7. We had fire alarm system inspections conducted this month. We also had fire sprinkler alarm reporting connected to Pye-Barker Fire & Safety. It seems the reporting had been

overlooked when new panels were install.

8. Summer mowing of Trinity Place field and parking lot is underway. At this time six people are participating. Two teams and two individuals. Jody Hunter mows the front lawn. I have put a request in HTNotes in case another one or two may wish to help.
9. A pad to put our football season portable toilets is being built. A firm surface with sufficient anchoring to prevent tipping is the goal.
10. St. Paul's painting and repairs are in the hands of TRH Construction. Painting process is dependent on weather. Other tasks including columns and shutters will be addressed.

Our Parish Family – DRAFT

The Parish Family, of course, is composed of multiple generations, from infants to grandparents and beyond. Essential to the long-term life of the Parish Family is the basic family household of children, parents, and sometimes, grandparents. This is the group where the “water meets the wheel” in long term Christian growth. The nurturing of the children in their Faith, from Infant Baptism on, is the link in the chain of Christianity that must be sustained. It is the duty, not only of parents and Godparents, but of the entire Parish Family to support families’ growth in Christian faith. That support takes more than kind words. To make an impact in their young lives, our children need to see the positive difference that Christian Faith makes in the lives of their forbears. Seeing the Holy Spirit in action in the life of the Parish, and individuals, plants the seed to develop in our children’s growing hearts.

Holy Trinity programs recognize this need and are designed to support it, but more is needed, in volunteers and staff. Specifically, an Assistant Priest or Minister to support campus ministry and Canterbury. The needs of the students right across Old Greenville Hwy are greater than ever. Clemson University is a mission field like no other, and the reason why Holy Trinity was founded. The youth of Canterbury age are at a critical junction in their lives, having to choose a career. Some, perhaps, are dealing with a calling from the Holy Spirit for Full-time Christian Service. Others are struggling with anxiety, addiction, and loneliness needing a safe place to find friends and support.

What principle in the Parish Family makes or breaks this mission, and others? STEWARDSHIP of God’s generous blessings to us. Our 2023 Pledges did not meet Holy Trinity’s plans and needs for the year. Stewardship shows our youth that we are seriously dedicated to the mission God has set before us. As parishioners, where does support of the mission and ministry of Holy Trinity rank in our hierarchy of values? The percentage of time and income we commit to the Parish is a measure of the depth of our Faith. As we approach initiation of our 2024 Stewardship Drive, please be in thought and prayer for how you will answer God’s call for 2024.

Primary author: Jim Reed

**St. Paul's Committee
Meeting Minutes, May 17, 2023, 1:30 PM**

ATTENDEES: Mary Lou Sigsby (Chair), Iris Reed, Rebecca Eidson, Jim Reed, Judy Surak, Rev. Suz Cate, Wendy Longo, Serena Dubose, Eric Naeseth

ABSENT: Mike Diemer, Jack Davis, Diane Manley, Sally Mathiason, Anna Tollison, Bill Hurst (ex officio, Jr. Warden), Andrew Baker (Vestry Liaison to the Committee).

Mary Lou Sigsby opened the meeting with a prayer.

APPROVAL OF MINUTES: The minutes of the April meeting were approved unanimously.

UPDATES:

Note: Action items are bold/italicized

- **Draft Revisions to Guidelines for St. Paul's Church and Churchyard:** Additional discussion took place regarding the draft of the guidelines. ***Rebecca made final changes and will send the draft to Andrew Baker to submit to Vestry for their approval.***
- **Monthly Financial Report:** Mary Lou reported that we have spent \$843.45 this month on normal expenses. We have raised close to \$60,000 for St. Paul's painting and renovations.
- **Painting of St. Paul's:** Jim Reed reported that they need to meet with TRH and have a walk-around and discussion to ensure the Statement of Work is clearly understood by all. THR will do the work to the point we run out of money and then stop until we can provide more money. As such, we need to prioritize their work. Additionally, we will handle the gutters outside the scope of the contract. ***Mary Lou will talk to Bill about following up with THR for a walk through, issuing the contract, and prioritizing the work.*** It was noted the handicap ramp is in bad shape; perhaps a work crew of church members can repair it.
- **Utilities at St. Paul's:** Question raised - are they paid through a line item in the Holy Trinity budget or by Thrift Shop? ***Mtr. Suz will check.***
- **Pentecost Sunday at St. Paul's:** Food has been ordered and announcements have been made. If it rains, we will have the picnic in the Parish Hall.
- **Lawn Care Contract:** Elias Outdoor Services will be awarded the contract for church yard work. ***Andrew Baker will ask for approval of the contract at the next Vestry meeting.***
- **Grants Committee:** Anna Tollison has asked to be removed from the Grants Committee. Wendy Longo will continue this work.

- **Fundraising for St. Paul's Painting project:**
 - **Diocesan Support:** We have not yet heard back from the Bishop regarding our appeal for funds to assist with the upkeep of St. Paul's. Iris and Jim Reed have invited the Canon to the Ordinary to join them for dinner following the June 7 service at St Paul's. They will use this as an opportunity to build a case for support. He has not yet responded to their offer. *They invited anyone else who wishes to join them for dinner to do so.*
 - **St. Paul's Appeal – Flier:** *Wendy Longo will draft a flier about our appeal for funding/support.* It is intended to be something that can be emailed to parishioners, who can then forward it to friends in an appeal for support.
 - **Clemson University Support:** Rebecca Eidson reported that she, Mtr. Suz, Andrew Baker, and Mike Diemer met with Dr. Otis Pickett, the historian for Clemson University, about support from Clemson University for St. Paul's. See **ATTACHMENT A** for details. Many items discussed will take time to accomplish, but we need to keep moving forward. *Mtr. Suz said she had talked to Sara Caleney (sp) at Clemson who had close connections with those who handle ground penetrating radar for Clemson University and will follow up with her, too.*
- **Taps at St. Paul's on Memorial Day:** *Rebecca Eidson will write an announcement for HT Notes publicizing this event.* Doug Henry will play Taps while standing next to Col. Ben Skardon's grave.
- **Thrift Shop:**
 - Judy reported that the Thrift Shop raised more than \$800 by auctioning off some of the possessions in Beth Kunkel's home. She praised Bob Taylor for all his help.
 - During June they will have a half-price sale, and Ripple of One (Seneca) will pick up whatever we don't sell.
- **Churchyard Refund policy.** A family has asked to have their donation for a gravesite returned to them because a portion of their plot was inadvertently used to inter the remains of someone else. They are not pleased with the alternative site we have offered them. The Committee voted unanimously not to reimburse their donation because our rules state that, while we intend to honor the desired location, we reserve the right to change the location of burial plots. *Eric Naeseth will draft a letter to the family and have Mary Lou review it before he sends it.*
- **Trees in front of Church:** At this time, there is no need to replace the two trees. We will keep an eye on them. *Michael Diemer still intends to talk to Duke Energy and the telephone company about moving their lines underground so these (and future) trees don't grow into the lines.*
- **Unmarked Graves:** Mtr. Suz would like to pursue two markers for the churchyard - one for the four African American slaves and one for all unmarked graves. This may be a temporary effort

until other measures can be taken such as ground-penetrating radar. ***Rebecca and Mtr. Suz will discuss and develop a plan.***

- **New Water Line:** The town of Pendleton will replace the waterline in the wooded area to the right of the Thrift Shop. Mtr. Suz asked that we have them avoid any structure/foundation that may be in those woods. (She thinks there could be the foundation of a house in the woods.)

NEXT MEETING: Wednesday, June 21, 2023, 1:30PM, Canterbury Meeting room.

Minutes taken by Rebecca Eidson

OUTSTANDING AND LARGELY COMPLETED ITEMS NOT TO BE FORGOTTEN

- Cleaning Services: Mary Lou and Mother Suz
- Pursue Other Grants to Help Pay for Restoration: Wendy Longo
- Unmarked Graves at St. Paul's - research, ground penetrating radar, etc.: Michael Diemer and Mtr. Suz
- Review the damage to the fence and try to repair it: Mike Diemer
- Survey of Churchyard: Mike Diemer
- Grave Marker Cleaning Project: Mike Diemer