



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

**Vestry Meeting, March 16, 2025, 12PM, Vestry Conference Room**

**PRESENT:** Rev. Suz Cate (Rector), Mel Harriss (Senior Warden), Chris Heerwagen (Junior Warden), Bob Taylor (Treasurer), Hap Wheeler, Martha Williams, Charlie Curtis, Jody Hunter, Andrew Baker, Will Brown, Lori Graham, Bill Loeffler, Betty Baldwin, Sarah Trice.

**ABSENT:** Katherine Sosebee

**OPENING PRAYER:** Mtr. Suz

**ADDITIONS TO AGENDA:** Day School and Unity in All Communities updates were added to the agenda.

**OLD BUSINESS**

1. **Approval of February 2025 Minutes:** *Hap Wheeler made a motion to approve the minutes from the February meeting; seconded by Lori Graham. Motion passed unanimously.*

**NEW BUSINESS**

1. **Episcopal Day School Update and Request for Help with Annual Dinner:**
  - Chesley Rowe reported that Day School is now fiscally sustainable for the first time since the Covid pandemic. The Covid funds we received helped to sustain us through closures and low enrollment periods. We are going to raise tuition for next year in order to continue our sustainability. Our "sweet spot" for enrollment is 60, but we break even at 57. Because we believe in quality education and treating our teachers with respect, we are committed to Cost of Living pay increases and student scholarships.
  - Chesley asked for assistance from Vestry members in hosting the annual Vestry Day School Dinner, which we have not hosted since before Covid. Now is the time to revive the dinner and celebrate our success. On Thursday, April 3, 2025, he needs assistance with set up, food prep, serving, and clean up. The event also gives Vestry members the opportunity to engage with the Day School children and families.
2. **Unity in All Communities:** Hap Wheeler announced the Unity in All Communities gathering/celebration will take place on Saturday April 26, 2025, at Abel Baptist. The event provides an opportunity for demographically black and demographically white churches to come together for fellowship. Fliers will be out soon, and we will include in all parish communications. He may need some volunteers to help monitor games for kids. The City of Clemson is now engaged in this event, which will strengthen the program.
3. **Treasurer's Report (See ATTACHMENT A):** The following topics were discussed - all relevant details are provided in Attachment A. The full report was emailed to the Vestry prior to the meeting and included a copy of the authorizing list for 2025, financial statements for February 28, 2025, and four recommendations from the Finance Committee for Vestry action.
  - **Review of the February 28, 2025 financial statements.**

- i. Still too early in the budget year to detect definite trends or serious budgetary issues.
  - ii. The checking account appears low (\$25,946.57), but a very talented financial administrator guards against a banking service charge while 4+% interest is earned on Edward Jones investments.
  - iii. Continued progress in paying down the 2020 Trinity Place loan (Feb. 28<sup>th</sup> balance, \$454,341.46) is being made as the February 2027 negotiation of the current 3.3% interest rate approaches.
  - iv. The decrease of \$6,487.00 in the Building Maintenance Fund is the Sacristy HVAC.
  - v. The remaining \$2,969.15 in the Kinkel Fund is for the SAME garden.
  - vi. Income and expenses for both February and Year-to-date are several thousand dollars behind with total expenses exceeding total income by \$2,933.26 through the first two months of 2025.
  - vii. The overage in telephone and Internet access is attributed to the installation of the new phone system which was planned in the 2025 SOM.
  - viii. The overage in Fellowship relates to the Parish Meeting meal in January.
- **Recommendation to the Vestry to transfer the residue funds in Kunkel Fund to the Trinity Place Fund (to a SAME garden line item) and close the Kunkel Fund.**
  - i. *Because the recommendation comes from the Finance Committee, no motion or second is needed. A vote was taken and the motion was approved unanimously.*
- **Recommendation to the Vestry for Judy Curtis, Jim Snowden, Anita Arms, Patti Gambill, and Susan Stockwell to serve as the Committee to conduct the Review of the 2024 Financial Activities of Holy Trinity.**
  - i. *Because the recommendation comes from the Finance Committee, no motion or second is needed. A vote was taken and the motion was approved unanimously.*
- **Recommendation to Vestry for Payment of Thrift Shop Roof Repairs.** The Thrift Shop roof repairs part of the initial insurance payment was \$7,667.34 which was invested along with the Holy Trinity part in Edward Jones. The Thrift Shop portion has grown to \$8,036.96. Hence, if we recover the Thrift Shop holdback of \$1,669.00, then the total of \$9,705.96 covers the estimated cost of \$9,520 with some left over.
  - i. *Because the recommendation comes from the Finance Committee, no motion or second is needed. A vote was taken and the motion was approved unanimously.*
  - ii. Thus, it is recommended that HT write the check for the Thrift Shop roofing and file for the holdback with the total roofing finalization. Of course, there may be other associated costs with the roofing project, and the holdback may not be recovered in totality because of the time elapsed. A final settlement of associated costs after all of the roofing is finished and the outcome of the holdback funds is determined.
- **Recommendation to the Vestry on Edward Jones' Transfers.** Any of the account holders of the Holy Trinity Edward Jones account can initiate deposits into Holy Trinity's Edward Jones account and transfers of \$50,000 or less from the Holy Trinity Edward Jones account to the Holy Trinity First Citizens checking account. Withdrawals in excess of \$50,000 can only be initiated by the Holy Trinity Treasurer or the Holy Trinity Assistant Treasurer. Whenever any activity occurs in the Edward Jones account, the Treasurer, Assistant Treasurer and Financial Administrator are all informed by email.

- i. ***Because the recommendation comes from the Finance Committee, no motion or second is needed. A vote was taken and the motion was approved unanimously.***
- o ***Jody Hunter made a motion to approve the Treasurer's Report; seconded by Charlie Curtis. Motion passed unanimously.***

On a related topic, the Vestry discussed the idea of adding a QR Code on the Sunday bulletin. By doing so, gifts may be made by scanning the QR code during the offertory. This could be very effective since many people don't carry cash. This could be especially good for special services like Christmas and Easter. We will look into it and pay close attention to issues like security and service charges.

4. **Review of Vestry Meeting dates for the rest of 2025:** The schedule of the remaining Vestry meetings for 2025 are as follows:
  - o No meeting in April due to Holy Week and schedule priorities.
  - o May 4, 2025
  - o June 15, 2025
  - o No meeting in July as per our custom
  - o August 17, 2025
  - o Informal meeting during Bishop's visit on August 24, 2025
  - o September 21, 2025
  - o October 19, 2025
  - o November 16, 2025
  - o Dec. 14, 2025 (moved from normal schedule due to Greening of Church on Dec 21).
5. **Assistant Rector Hiring Update:** Mtr. Suz reported the Parish Profile required by the Diocesan Office of Transition Ministry has been completed, which is a first step in hiring an assistant Rector. We are sending it out to seminaries and other appropriate outlets. Now we wait for responses. Mtr. Suz expressed gratitude for the work of the hiring committee. The Diocese of Upper SC has only one seminarian coming out of seminary this year. She reminded the Vestry that the Diocese has a program that will help us pay a portion of the salary, contingent upon the parish having paid its annual Diocesan assessment for each of the two years prior.
 

Bill Loeffler suggested we separate the two issues and focus on paying our Diocesan Assessment because it is important in and of itself, not just for a potential salary subsidy. Hap Wheeler asked that this topic be added to the agenda for the next meeting and that we should be prepared to vote on it.
6. **Mutual Ministry Focus for 2025 - Vestry and Rector Self Evaluation:** Mel asked the Vestry to review the findings of the Mutual Ministries Study and select (1) three items for personal inward focus, and (2) three items for outward focus as a Parish for the next two years. Please complete this exercise and send it to her by May 31, 2025. She will compile the feedback for discussion at the June 2025 Vestry Meeting. She asked the Vestry NOT to focus on the Sunday worship services since we already have a lot of work underway in that particular area; instead, please focus on other survey outcomes.
7. **Reports from Vestry Liaisons:**
  - o **Stewardship:** Jody Hunter reported the Stewardship Committee meets throughout the year and regularly communicates the importance of stewardship to the Parish family. 2025 was the first time in five years that the number of pledging units did not decrease, which is excellent news. In the coming year, they focus on creating a learning opportunity for Parishioners centered around planned giving. The Episcopal Church Foundation has resources/information available to assist us in this effort. Jody expressed his great appreciation for the active and dedicated committee, many

of whom have served for years. They are: Jerome Cribb, Jim Reed, Cindy and Paul Thackham, Emily Baker, Charlie Curtis, and Lynn Smith.

- **Church Website:** Hap Wheeler reported the Communications Committee is working on improvements to the Sunday service bulletin/leaflet and the public website. Anita Arms and Hap are working on the Sunday service bulletin/leaflet and will soon have a draft for the Worship Committee. Hap has abandoned the idea of working on the website as an entire committee because it is difficult to schedule meetings and get tasks accomplished with a large committee doing such detailed work. Will Cate and Hap are working on the church website. They will bring sections/segments of content to the appropriate Ministry Committees for editing and input. The Communications Committee is involved in providing feedback for what the website should look like and what additional content might be needed. Currently, Will is the website manager and they have three content editors. They likely will ask to have more authors responsible for keeping sections up to date. Charlie Curtis suggested we consider making “Giving” more prominent, maybe by adding a QR code to the home page.

#### 8. Reports:

- **Rector’s Report (See ATTACHMENT B):** In addition to her written report, Mtr. Suz updated the Vestry on the professional development programs she has been engaged in to address growth opportunities for areas identified through the Mutual Ministries Study.
  - i. She recently completed a “Lead Pastor Base Camp” program. The material was very well organized and presented, and included many resources for her to use. She shared some of the materials with the Diocesan Canon to the Ordinary and he is going to recommend the training for new priests in the Diocese. She also will engage in the additional study of the materials over time.
  - ii. In addition, Mtr. Suz is participating in the Sermon Round Table program that involves Google Classroom training. A group of parishioners is going through this eight session training program with her. In addition to the benefit she will receive from the training, the parishioners participating in the program have the opportunity to gain a deeper understanding of what sermons are intended to communicate and what goes into preparing sermons. They will then be able to give valuable feedback on the sermons she delivers. She will continue with another cohort in the fall.
- **Senior Warden’s Report (See ATTACHMENT C):** In addition to her written report, Mel Harriss called attention to the fact that she has asked Ministry Liaisons to speak at each Vestry meeting using the schedule she developed through the end of 2025.
- **Junior Warden Report (See ATTACHMENT D):** Chris Heerwagon referred the Vestry to the list of projects in his written report and offered to answer any questions. His team of project ministers has been formed and will assist with various projects as they arise. Bill Loeffler has agreed to tackle the initiative of creating a library of video clips that capture all of the assets at both Holy Trinity and St. Paul’s (buildings, grounds and contents). He added that the roof work is underway.

9. **Safe Church Training:** Mel Harriss reminded Vestry members to complete the Safe Church training program.

10. **Security Walkthrough:** Following the meeting, Chris Heerwagon provided a security walkthrough to help Vestry members know what responsibilities they have when they are responsible for locking up the church. Mel Harriss offered a prayer to close the meeting.

**CLOSING PRAYER:** Mel Harriss offered a prayer to close the meeting.

Respectfully Submitted,

Rebecca Eidson Diemer  
Clerk to the Vestry

## ATTACHMENT A

### Treasurer's Report to the Vestry Bob Taylor, March 16, 2025

This report has:

- A copy of the authorizing list for 2025 (Pages 4-5)
- The financial statements for February 28, 2025 (Pages 6-10)
- Four recommendations from the Finance Committee for Vestry action

- **Review of the February 28, 2025 financial statements (pages 6-10).**

- 1 Still too early in the budget year to detect definite trends or serious budgetary issues.
- 2 The checking account appears low (\$25,946.57) (Page 6), but a very talented financial administrator guards against a banking service charge while 4+% interest is earned on Edward Jones investments.
- 3 Continued progress in paying down the 2020 Trinity Place loan (Feb. 28<sup>th</sup> balance, \$454,341.46) (Page 7) is being made as the February 2027 negotiation of the current 3.3% interest rate approaches.
- 4 The decrease of \$6,487.00 (Page 7) in the Building Maintenance Fund is the Sacristy HVAC.
- 5 The remaining \$2,969.15 (Page 7) in the Kinkel Fund is for the SAME garden.
- 6 Income and expenses for both February and Year-to-date are several thousand dollars behind with total expenses exceeding total income by \$2,933.26 (Pages 8-9) through the first two months of 2025.
- 7 The overage in telephone and Internet access (Page 9) is attributed to the installation of the new phone system which was planned in the 2025 SOM.
- 8 The overage in Fellowship (Page 9) relates to the Parish Meeting meal in January.

- **Recommendation to the Vestry to transfer the residue funds in Kunkel Fund to the Trinity Place Fund (to a SAME garden line item) and close the Kunkel Fund.**

Funds Available	Estimated Net Profit on Sale of House	\$525,857.71	\$525,857.71	
updated Mar 11 2025	Annuity	\$89,916.86	\$89,916.86	
	Life Insurance	\$75,000.15	\$75,000.15	
	<b>Total</b>	<b>\$690,774.72</b>	<b>\$690,774.72</b>	
Proposed Expenditures	Immediate Principal Only Loan Payment	\$500,000.00	\$500,000.00	Completed
	Legacy Fund	\$72,000.00	\$72,000.00	Completed
	<b>subtotal</b>	<b>\$572,000.00</b>	<b>\$572,000.00</b>	
Approved	Building Maintenance Fund	\$50,000.00	\$50,000.00	Completed
Approved	St. Paul's	\$30,000.00	\$30,000.00	Completed
Approved	Kitchen Backsplash Protector	\$5,130.00	\$5,130.00	Completed
Approved	<b>SAME Garden</b>	<b>\$4,869.72</b>	<b>\$1,946.73</b>	
Approved	Trinity Place Landscape Fencing	\$3,500.00	\$3,453.84	Completed
Approved	Clemson Community Care	\$5,000.00	\$5,000.00	Completed

## ATTACHMENT A - CONTINUED

Approved	Haiti - Bois Joli Teacher Salaries	\$5,000.00	\$5,000.00	Completed
Approved	Haiti - EBS warmers for school Lunches	\$1,500.00	\$1,500.00	Completed
Approved	Haiti - Fish Food Project	\$4,175.00	\$4,175.00	Completed
Approved	Youth	\$5,000.00	\$5,000.00	Completed
Approved	Haiti University Student	\$4,600.00	\$4,600.00	Completed
	<b>subtotal</b>	<b>\$118,774.72</b>	<b>\$115,805.57</b>	
	<b>Residual</b>	<b>\$0.00</b>	<b>\$2,969.15</b>	
	<b>Total</b>	<b>\$690,774.72</b>	<b>\$687,805.57</b>	

- Recommendation to the Vestry.** Judy Curtis, Jim Snowden, Anita Arms, Patti Gambill, Susan Stockwell to serve as the Committee to conduct the Review of the 2024 Financial Activities of Holy Trinity.
- Payment of Thrift Shop Roof Repairs. Recommendation to Vestry.** The Thrift Shop roof repairs part of the initial insurance payment was \$7,667.34 which was invested along with the Holy Trinity part in Edward Jones. The attached spreadsheet indicates that the Thrift Shop portion has grown to \$8,036.96. Hence, if we recover the Thrift Shop holdback of \$1,669.00, then the total of \$9,705.96 covers the estimated cost of \$9,520 with some left over.

Date	Amount	% Interest Rate	Monthly % Interest Rate	Interest Amount
Jan-24	\$7,667.34			
Feb	\$7,697.18	4.67	0.389167	\$29.84
Mar	\$7,727.20	4.68	0.390000	\$30.02
Apr	\$7,757.33	4.68	0.390000	\$30.14
May	\$7,787.59	4.68	0.390000	\$30.25
June	\$7,817.89	4.67	0.389167	\$30.31
July	\$7,848.38	4.68	0.390000	\$30.49
Aug	\$7,878.80	4.65	0.387500	\$30.41
Sept	\$7,906.90	4.28	0.356667	\$28.10
Oct	\$7,934.77	4.23	0.352500	\$27.87
Nov	\$7,961.15	3.99	0.332500	\$26.38
Dec	\$7,986.83	3.87	0.322500	\$25.67
25-Jan	\$8,011.85	3.76	0.313333	\$25.03
Feb	\$8,036.96	3.76	0.313333	\$25.10
Mar				

Thus, it is recommended that HT write the check for the Thrift Shop roofing and file for the holdback with the total roofing finalization. Of course, there may be other associated costs with the roofing project, and the holdback may not be recovered in totality because of the time elapsed. A final settlement of associated costs after all of the roofing is finished and the outcome of the holdback funds is determined.

**Recommendation to the Vestry on Edward Jones' Transfers.** Any of the account holders of the Holy Trinity Edward Jones account can initiate deposits into Holy Trinity's Edward Jones account and transfers of \$50,000 or less from the Holy Trinity Edward Jones account to the Holy Trinity First Citizens checking account. Withdrawals of in excess of \$50,000 can only initiated by the Holy Trinity Treasurer or the Holy Trinity Assistant Treasurer. Whenever any activity occurs in the Edward Jones account, the Treasurer, Assistant Treasurer and Financial Administrator are all informed by email.

## **ATTACHMENT B**

### **Rector's Report 3/16/25**

**Worship:** AVG attendance for 2025 so ~ 122. We continue to see new faces almost every week. Students continue to attend regularly ~ 12-15 regulars with "visitors" almost every week. Positive feedback regarding music and preaching. First Holy Hike in 5 years was well-received by those who attended.

**Staff:** Staff continuing to work very well together as a team. Our new Sexton, Jeff Johnson, is integrating well and getting his feet underneath him. We are working on sharing knowledge intentionally. This week we have begun facilities orientation, looking at the facilities systems (security, thermostats, elevator, lighting) to understand operations and troubleshooting. In addition, we are building a document to have that information accessible when needed.

The OTM profile for an assisting priest has been filed and distributed to all Transition officers in The Episcopal Church. Call committee consists of: Suz Cate, Carter Senf, Jerae Wallace, Charlie Curtis, Lori Graham, and Meredith McTigue (with input from Mims).

**Pastoral Care:** There are several ongoing issues of moderate to severe concern. In Feb & March I have focused my time on visiting with a couple of parishioners who have no family nearby, as well as tending to bereaved families. We have 4 active Eucharistic Visitors taking communion to those who need/want it. I trained two additional Eucharistic Visitors, who will be licensed upon completion of Safe Church Training. HT Cares is exploring possible training and support for "Friendly Visitors."

**Canterbury:** Carter Senf is off to a good start as Peer Minister. Our group continues to be small and tightknit. However, we have recently seen more visitors coming at the invitation of our regulars, which reflects well on the group members. The group is planning an overnight event to deepen their experience of prayer stations, fellowship, and community. Our Peer Ministers will each preach one Sunday at morning services, and they have been offering reflection/homily occasionally at Comfy Church.

**Continuing Education/MMS Action Plan implementation:** I attended Pinnacle Leadership's Lead Pastor Base Camp at the end of February. It was an excellent presentation of skills, knowledge, and systems for leading a medium-to-large sized congregation.

I have called together a Sermon Roundtable Cohort to work through the Libby-sponsored curriculum for developing knowledgeable providers of critical feedback for the preacher. Our first meeting is tonight, in which we will review the technology of the online learning platform and set our schedule. If it is a successful program, I will plan to run it again in the fall with a new cohort.



## ATTACHMENT C

### Sr Warden's Report—March 16, 2025

We have completed our first week of Lent. It is hard to believe that time is marching by so quickly. I hope you have been able to use LIVING WELL THROUGH LENT 2025. It has been a real blessing to my Lenten Journey this year with all the additional scripture, quotes, prayers and practices for Lent starting on page 69.

Shrove Tuesday/Mardi Gras Pancake supper was a wonderful event. It was fun to share the pancakes, pork products and King Cakes. Thank you to all the helpers—the Vestry was very well represented in the kitchen, set-up, clean-up and calling Bingo..

The Ash Wednesday Services were well attended. We discovered a need to make the directions for using the hearing enhancements available in the narthex. Our crackerjack staff jumped on that and printed and laminated instructions that are now available in the narthex.

Last year we determined that each Vestry Liasion should make a report over the course of the year in our meetings. At the last minute I asked Hap and Jody to report today. In May I would like Chesley to report as EDS Chair/Personnel and Katherine to report on HT Cares. Charlie and Lori are being asked to report in June on Canterbury and Newcomers. Sarah and Martha are being asked in August to report on Parish Life and Outreach/Parking. Will and Bill are up for Sept for Adult Formation and Worship Support. Andrew and Betty are being asked to report in October on St Paul's/Thrift Shop and EDS as Vestry Liasion.

Please continue to pray for our vestry, our parish, our community and our world. May we feel God's love in our own lives and share it with all we encounter daily.

I feel blessed every day that I get to work with you in sharing the mission of Holy Trinity. In this crazy world it is wonderful to have this beautiful and safe place to love and serve the Lord. Thanks Be to God.

Mel Harriss

## ATTACHMENT D

### Junior Warden's Report

**Roof Insurance Claim (status)** – the contractual verbiage issues reported last month were resolved – Dolly's Roofing is scheduled to replace the roof system at both Holy Trinity Buildings during Spring Break (the week of March 17<sup>th</sup>). The work at this location is expected to take a full week. The roof at the Thrift Shop is scheduled to be replaced on Friday April 4<sup>th</sup> – that is expected to be a 1-day job. I hope to start meeting with engineers next month to assess the structural integrity of the roof system at St. Paul's church. That will allow us to have that roof replaced next and close-out the insurance claim that was filed in late 2023.

**Part-Time Sexton / Jr. Warden Assistance** – Jeff Johnson accepted our job offer and started in his new role as our part-time Sexton the week of February 17<sup>th</sup>. His primary working days are Tuesdays and Thursdays, but he has plans to make himself available on other days for special events when his schedule permits. Jeff has already organized the custodian's room off Canterbury, along with the closet that stores tables / chairs for the Parish Hall. We expect to equip Jeff with a great set of tools in March so he can dig into the list of things that "need fix'in". I sent an initial list of open tasks to the Team of Ministers who volunteered to help with other projects when their schedules permit. So far, Bill Loeffler has agreed to tackle the huge initiative of creating a *library of video clips* that capture all of the assets at both Holy Trinity and St. Paul's (buildings, grounds and contents). Bill plans to work with Bill Hust and other parishioners with expertise about the contents held throughout our parish. This effort is needed to satisfy Financial / Insurance audit recommendations and will start in March.

**Landscaping / Addison Lane cut-through traffic** – a wooden decorative border fence was installed around the mulch bed along Addison Lane in February. Unfortunately, that fencing has become the target of late-night college pranks on the weekends. So, steps to better "fortify" that area will be completed in March. We still plan to install signage to encourage people to use the designated sidewalks in that area.

**Parish Hall Issues** – the ice maker in the main kitchen stopped working the weekend the annual Vestry meeting was held. A call to Anderson Mechanical was needed to get that machine working (just in time for Boo Wilson's funeral service). Around the Clock Plumbing was called to un-clog an issue that caused backflow through the floor drain in the main women's bathroom. Steps are being taken (signage and additional receptacles) to help prevent undesirable objects from being flushed down the toilets. Sargent Pest treated ants that were found in EDS cabinets that store snacks.

**Sacristy HVAC Unit Replaced** – the HVAC system that serves the Sacristy at Holy Trinity (along with the adjacent hallway) was replaced in February. That was 1 of 3 older units that were identified as needing to be upgraded in the short-term. The final 2 units that serve the Parish Hall and main Kitchen will be utilized until they "die on the vine", at which time they will be replaced. Bob Taylor stated that funding has been set aside for this work.

**Phone System Upgrades – Holy Trinity** – in February the landline phone system was replaced in the Holy Trinity office area as well as Stephanie LaGuardia's office. The entire office staff can now access voice messages and utilize features that were previously riddled with issues in the old system. A special thanks goes out to Mark Stokes for taking the lead to make this happen!

**St. Paul's Restoration (status)** – no change – this project is on-hold pending getting a new roof installed. As mentioned above, efforts will start soon to solicit structural analyses at St. Paul's church to make sure the new roof will be properly supported. Then we will rebid the actual restoration work (painting / wood repairs) after the new roof gets completed. The restoration efforts may need to expand to include other imminent repairs.

**St. Paul's Land Swap Proposal (status)** – no change to report – we still have not received an offer from the developer (John Gumpert). Efforts to move forward with conducting an official survey ahead of any possible negotiations will likely happen in the Spring. We plan to use the data / maps put together by Parishioner John Wilson to resolve obvious property border issues within the Anderson County Tax Mapping system. A call was placed to a parishioner to help secure a surveying company.

**St. Paul's Fence Damage** – this project is now on the list of open projects for the Team of Ministers to possibly embrace. We may also receive help from students at Clemson University on this project. This work includes removing an old / damaged chain-link fence, and adding some decorative fencing along Elm Street all the way to the woods-line. This will hopefully get traction in late March / April 2025.

**Parking Update** – preparations have started for the upcoming Clemson football parking season. Last year's season ticket holders are being sent notification that gives them 1<sup>st</sup> dibs at reserving spots in 2025 (our new rate is \$1000 per space). The Pay for Park proposal is still awaiting the Finance Team to figure out potential tax implications – so most weekends the Trinity Place parking lot allows public use at no charge. Death Valley Towing helped install new signage in the Trinity Place lot to eliminate confusion with reserved merchant spaces during the week. There were only 3 vehicles reportedly towed in the month of February.

**Few Tidbits** – we installed 2 smoke detectors at the Thrift Shop to satisfy recommendations from last month's insurance audit. A surge arrestor has been ordered for the organ-blower at St. Paul's to satisfy the same insurance report. The new Sexton relocated some white-erase-boards and pictures in several EDS classrooms per the request of those specific teachers.

#### **Future Items (March, 2025 and beyond)**

1. Improved Lighting over Choir area – will have a meeting scheduled with an electrical company to provide a quote for new lighting fixtures over the choir in the Nave. They will also replace burnt out light bulbs and a blown exhaust fan in the bathroom off the Narthex.
2. Security Committee – need a team leader (place-holder).
3. Master Door Keys – Chesley Rowe and the Jr. Warden will likely present a proposal for a long-overdue upgrade needed at both Holy Trinity buildings. Target Spring, 2025 for review.
4. Possible HVAC Unit Swaps – the decision has been made to keep using the 2 older units that serve the Parish Hall and main Kitchen until they “die on the vine”. Bob Taylor has set aside funding to have this work completed when needed. A similar study is being reviewed for the 2 older units that serve the church at St. Paul's.
5. Testing / Inspection Calendar – Jr. Warden to work with Wesley Ramey to create (eta = 2025).
6. Choir Room expansion needs – possibly designating a 2<sup>nd</sup> room for Choir storage (C Curtis place holder).