

GRACE EPISCOPAL CHURCH

Windsor, Connecticut

April 11, 2023

Call to Order

Attendance

Because the vestry meeting was held via Zoom and recorded for future viewing, formal attendance was not taken.

1. **Opening Prayers**

The April 11, 2023, Vestry Meeting was called to order at 7:01 p.m. with an Opening Prayer by the Senior Warden Debbie Hutchinson.

2. **Executive Session**

3. **Ken Roach's Presentation**

Ken presented two documents to the vestry: an explanation of the Building and Grounds subcommittee's work and the conclusions of the subcommittee based on their study. Ken spoke of taking care of the 'building envelope,' the structure of the Church building. He stated that a permanent Building and Grounds Committee should be formed to manage any improvements. A dashboard system needs to be established so that all projects can be dated and priorities listed as a method of keeping track of the work done. Ken noted that a Capital Campaign is needed in order to fund the projects. Marcia Hinckley stated that the grants we can apply for require money to have been raised prior to the grants being awarded. Debbie stated that the vestry needs to agree to move forward, investigate funding sources and create a timeline. Katrina Woodhouse suggested that a special meeting should take place to interview capital campaign organizers.

A lengthy discussion took place regarding developing a plan with specific goals, timelines, and costs. The idea of appointing a project manager and a person to head the capital campaign was also discussed. It was decided that a special vestry meeting devoted to Ken's reports will be held within the next two weeks. David Stender noted that this will give the vestry an opportunity to study the committee's findings and begin to organize a vision for the Church with specific goals and timelines.

4. **Lynn Rhodes' Presentation**

Lynn began with a brief history of the number of students and classes in the Sunday School prior to the pandemic. There are currently two children in the intermediate group and a few attending the primary group. Five young people are in the confirmation classes and four of them would like to be confirmed. She noted the difficulty in getting children to come to Sunday School because of sports, other activities, and the acolyte schedule. The teaching volunteers need to be rotated so that they can attend the entire Sunday service on a rotating basis. Sunday School will not be able to begin this fall until October 1st. A commitment from folks to teach needs to be made. Lynn also noted that the families of former Sunday School students are not attending Church services. David Stender volunteered to speak with families regarding coming back to Church. Lynn stated that she will have

a meeting to solidify a teaching plan and time frame; families should be contacted by the end of June. A decision also needs to be made regarding confirmation classes for next year: should they begin in the fall or in January?

Lynn also stated that the Church is out of compliance with Safe Church training. While Lynn has completed her training, she has not had a background check. Safe Church training needs to take place. A suggestion was made that Grace Church host the training for other area churches as well as our own.

5. Katrina Woodhouse's Presentation

Because of the number of items on the agenda and the lateness of the hour, Katrina agreed to make her presentation during the May vestry meeting.

6. Marcia Hinckley's Grant Update

Because of the lateness of the hour, Marcia opted to table her discussion regarding historic preservation and grants until a later meeting. She did state that a plan needs to be made and funds need to be raised in order for the Church to be awarded grants. The Tuttle House also needs to be incorporated into our plans to help our chances of receiving awards. Dave proposed that a grid be formed to compare grant money information as we prepare to ask for money.

Debbie made a motion to table Marcia's talk on historic preservation and to include in the minutes the information about historical preservation as presented by Marcia. The motion was voted on and it passed unanimously.

7. Additions and Deletions to the Agenda

10. Old Business

These topics will be discussed at a later meeting.

- a. Streaming Update
- b. SPC
- c. Selling of Organ Pipes Update
- d. Frozen Pipes/Water Damage Update
- e. Lower Parish Hall
- g. Furniture in Music Room Update
- h. Archives Storage/Work Area

8. Approval of Minutes

A motion was made, seconded, and carried to accept the minutes as written from the March 14, 2023 Vestry meeting.

9. Financial Report

Larry stated that the revenues of the Church are not sustaining the expenses. He is anticipating that the insurance will reimburse some of the expenses paid for the frozen pipe damage. Larry explained his process for recording large pledge payments. Larry noted that we continue to have a deficit of about \$18,000. He will be setting up a financial committee meeting in the next week or two. A

question was asked regarding the quarterly report that Larry will be giving to the parish; he stated that he will be distributing the report in the next few weeks.

10. Old Business

As indicated above, these topics were not discussed at this meeting.

11. New Business

a. Bishop's Visit

The Bishop will be visiting Grace Church on May 7th when he will also be leading the confirmation service. He has asked to meet with the vestry following the Coffee Hour.

b. African Violet Society

The Windsor African Violet Society will be renting the Lower Parish Hall on April 12, 13, 14 and 15.

12. Questions, Concerns, and/or Comments

Because of the lateness of the hour, there were no further comments.

With no further business before the vestry, Debbie Hutchinson made a motion to adjourn the meeting at 9:25 p.m. The motion was seconded and carried. Debbie led the vestry in saying a closing prayer.

JoAnne McLeod, Clerk