

GRACE EPISCOPAL CHURCH

Windsor, Connecticut

May 9, 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 May 9, 2023, Vestry Meeting was called to order at 7:04 p.m. with an Opening Prayer by the Senior Warden Debbie Hutchinson.

2. Planned Giving Presentation by Katrina Woodhouse

Katrina Woodhouse presented the vestry a Planned Giving overview of responsibilities and funds. She explained the Planned Giving guidelines, the funds and the responsibilities of the committee. Katrina also noted the responsibilities of the vestry regarding the funds, policies and guidelines. Katrina also explained the endowment funds and the policies surrounding them. She ended her presentation by encouraging the vestry members, as leaders of the Church, to include Grace Church in their wills. Katrina presented the vestry with the New Planned Giving Committee Document which was approved by the vestry in 2015.

3. Additions/Deletions to the Agenda

Remove : 6. Old Business

c. Selling of Organ Pipes

Addition: 7. New Business

c. Sunday School and Church Education Ministry

4. Approval of Minutes

A motion was made, seconded, and carried to accept the minutes as written from the April 11, 2023 Vestry meeting.

5. Financial Reports

a. Review Actual

Treasurer Larry Young reported that the finances of the Church continue to be on a downward trend. There are deficits in the Operating Account. As of April, the deficit is close to \$21,000 which indicates that our revenues are down by that amount. Larry explained that a major reason for the deficit are the charges for electricity and heating. The electric bill is up by \$4,000 a month. Larry also stated that this part of the year will be the most expensive for personnel expenses. Following Father Chip's retirement, we will realize a savings of about \$4,000 a month. Larry noted that he is still anticipating a \$30,000 deficit this year. Larry explained how Father Don will

be reimbursed as he fills in the role of supply priest. A question was asked regarding the bills from the recent flooding in the Nursery area. Only one bill has been received so far and that has been paid.

b. Parish Awareness of Finances

Larry has written an explanation of the Church's finances and the deficit. This explanation will be presented to the Parish in the bulletin as a way to keep the congregation aware of the financial situation of the Church. A discussion took place regarding ways to encourage parishioners to commit more financially.

c. Revisit Decision to Distribute Food Pantry Funds

Larry noted that the vestry had previously voted to distribute the remaining funds from the Red Door of Grace Food Pantry to the Windsor Food Bank and the Five Corners Food Pantry in Broad Brook. However, the Five Corners Food Pantry has apparently closed. The Windsor Food Pantry is the Windsor Food and Fuel Bank; the bank cannot guarantee that our funds will be used exclusively for food distribution. The vestry had intended for the funds to go to folks experiencing food insecurity only. Larry made a motion to redirect the remaining Food Pantry funds to food insecurity related projects at the discretion of the vestry. After a brief discussion, the motion was voted on and it passed unanimously.

6. Old Business

a. Streaming Update

David Stender reported that folks listening to the streaming can't hear anything from the congregation or the music; only people using microphones are being heard. The company is working to remediate the problem. The difficulty with the sounds coming from the organ is a separate issue; the company is working with Mark Child to resolve the issue.

b. SPC Workshop

Debbie stated that work needs to be done by the vestry regarding the SPC. The retreat meeting date will be June 17 from 9 – 11:30 am. Debbie stated that a carefully crafted agenda is needed to help the group remain on task. All of the documents needed for the retreat will be distributed by May 21st so that everyone has an opportunity to familiarize themselves with the material. A check will be made on June 3rd to make sure that everyone has the documents they need. Debbie will present the hard copies in folders and folks will have two weeks to study them. A suggestion was made that retreat members may have questions about the distributed material. Dave Stender will be the point person to call if anyone has any questions; the purpose of this is to help keep the meeting focused on the issues at hand. Debbie made a motion to hold a special vestry retreat on June 17th, which will be open to parishioners, for the purpose of adopting the Strategic Plan. Parishioners interested in attending the retreat will be given the information packet; they must RSVP by May 28th if they plan on attending. No further discussion took place. The motion was seconded and voted on; it passed unanimously.

d. Frozen Pipes/ Water Damage

Larry stated that the walls in the nursery were removed due to the water damage. A mold assessment will take place and abatement measures will be taken depending on what is found. Other contractors will be found to rebuild the walls. The room also needs tile/carpet, framing and wall

board. The heating also needs to be evaluated. The work needs to be completed before the room can be used.

e. Removal of Food Pantry Walls—Tabled

f. Furniture in Music Room

Debbie reported that St. Mary's in Glastonbury is closing. They have furniture which could possibly be used in our Music Room. Debbie and Bonnie Yosky will go to see what is available.

g. Archives

Debbie reported that Jenny Hawran has made tremendous progress and has completed scanning the old records. She attended a workshop presented by the Diocese. Jenny has begun work on cataloging the records. The vestry heartily thanks Jenny for her hard work to preserve the Church's history.

7. New Business

a. Bishop Mello's Visit

Debbie reported that meeting Bishop Mello was a treat; he is very authentic and easy to relate to. All vestry members who had the opportunity to meet Bishop Mello were equally impressed. Debbie also reported that we have completed all paperwork for the Diocese. A report on Race and Reconciliation that the Diocese noted as tabled had been presented in a timely fashion. The Bishop encouraged Grace to reach out to his office if we need more information as we move forward with Father Chip's retirement. It was noted that Bishop Mello seems to be more concerned with the health of parishes rather than only the Diocese.

b. Pentecost Sunday

This will be Father Chip's last Pentecost with us and we will make an effort to make it special. Andrea Anderson and Margaret Shields volunteered to organize the blowing up of the red balloons. Pentecost is on Memorial Day Weekend.

c. Sunday School and Church Education Ministry

Lynn Rhodes has sent recommendations for the Church School and how it will work next year. A Safe Church training session needs to take place at Grace.

8. Questions, Concerns, Comments

No discussion took place at this time.

With no further business before the vestry, Debbie Hutchinson made a motion to adjourn the meeting at 9:10 p.m. The motion was seconded and carried. Debbie led the vestry in saying a closing prayer.

JoAnne McLeod, Clerk