

# GRACE EPISCOPAL CHURCH

Windsor, Connecticut

April 16, 2024

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## *Call to Order*

### **Attendance**

**Present:** Larry Young, Katrina Woodhouse, Margaret Shields, Debbie Hutchinson, Linda Rickard, Susan Burgdorf, Andrea Anderson, Chuck Drake, Father Don Hamer, David Stender, John Carpenter, and JoAnne Harrison-Becker.

**Absent:** JoAnne McLeod, Ken Roach.

### 1. **Opening Prayers**

The April 16, 2024, Vestry Meeting was called to order at 7:05 p.m. with an Opening Prayer led by Father Don.

### 2. **Additions/Deletions to Agenda**

#### 5. **Old Business**

d. SHPO Grant – discussion suspended until further notice.

### 3. **Approval of Minutes**

A motion was made, seconded, and carried to accept the minutes as written from the 2024 Vestry meeting.

### 4. **Financial Report**

Treasurer Larry Young reported that the Church's financial picture is more positive than previously expected. Instead of an anticipated deficit of \$10,000, income is currently \$5,000 ahead of expenditures. This favorable development was partially due to a mild winter, savings in computer expenses, and no big maintenance expenditures to date. Pledges are coming in on a regular basis. Larry noted that Bonnie does an excellent job with respect to office expenses. Father Don offered a prayer of thanksgiving and noted that Grace Episcopal has good attendance when compared with other nearby Episcopal churches.

#### a. **Discussion on Investing a Portion of the Tuttle Fund**

Larry discussed two investment possibilities for the Tuttle Fund: (1) investing the money with other church funds in a Diocesan account with multiple investment opportunities ( the Bank of America is the investment manager), or (2) investing in a high-yield savings account with an internet bank. Larry favored the first option, which would allow the Church to have multiple accounts. The Church would be free to withdraw its investment from the Diocesan account at any time. It was decided that Larry will come to the next vestry meeting with recommendations regarding specific fund investments in the Diocesan account, and the vestry will vote at that time.

### 5. **Old Business**

#### a. **Stewardship Realty**

Dave Stender reported that representatives from Stewardship Realty toured the Grace Church campus in February to ascertain whether it would be feasible to lease a part of our property to generate income. Following that visit, Stewardship Realty presented two potential collaborative opportunities with the town of Windsor. Vestry members indicated that they needed to see more details and specific numbers before making any decisions. It was also noted that no fees would be payable to Stewardship Realty unless and until Grace Church signed an agreement with Stewardship Realty.

**b. Planning Committee - Farewell to Mark Child**

Mark Child's last Sunday is June 23<sup>rd</sup>, and preparations are underway for a farewell luncheon in The Great Hall following that service. Joanne Roach and JoAnne McLeod are in charge of planning the luncheon and will send out a letter to parishioners. The letter will also inform parishioners that the Church is advertising for an interim minister of music with hopes of having someone in place by September. A job description has been drafted, and vestry members are asked to review it. Once finalized, it will be posted on the Diocesan website and at the University of Connecticut and area music schools. Mark is willing to give technical support as necessary to the interim minister.

**c. Second Visit from St. John's Church**

Representatives from St. John's Church made a second visit to Grace Church. It was reported that they liked the worship service, the warmth and camaraderie but had not yet reached a final decision. One representative was apparently concerned that there were supposedly no Broad Brook Church members at the service, but it was explained to them that many of these parishioners are elderly and attended services on YouTube. St. John's representatives plan to return in May for another visit.

**d. SHPO Grant – postponed**

**e. Job Description for Priest in Charge**

Debbie handed out a draft job description for the Priest in Charge position. Vestry members were generally pleased with the wording but were asked to review it and give any comments to Debbie. A Priest in Charge has an initial three-year appointment but can stay on after the initial three-year period.

**f. Job Description for Minister of Music**

This matter was discussed under 5.b. above.

**g. Ramp Update**

The Vestry has already received three proposals from architects for the design of a ramp at the side entrance of the Church. At the Vestry's request, David Stender sought a proposal from a general contractor, Thomas Nolan. Mr. Nolan's proposal was one of the lower cost proposals submitted. There was a discussion of the latest proposal, and there was a consensus that it should not be necessary to hire an architect for this project.

Upon a motion duly made and seconded, it was unanimously voted to accept Tom Nolan's proposal. Debbie thanked David for all of his hard work on this project.

**h. Nursery Update**

Larry Young explained that ServPro's original proposal had been to restore the nursery to its original condition. At our request, several changes were made: blown insulation instead of fiber glass and installing glued-down carpet on the landing. The new ServPro bid is about \$30,700. The Church received \$26,000 as an insurance recovery, leaving a shortfall. However, Larry explained that the Church may be able to reduce the ServPro bid.

On a motion duly made and seconded, it was unanimously voted to accept the ServPro bid of \$30,680.98 with the possibility of reducing it to \$25,688.74 by taking on the painting ourselves and possibly negotiating a reduction in insulation costs.

## **6. New Business**

**a. Farewell to Mark Child – covered under 5.b. above.**

**b. Planning for Spring/Fall – Proposed Ideas**

Debbie met with Bonnie Yosky to discuss several ideas, including sprucing up the music room, decorating for Pentecost, and celebrating Mother's Day, Father's Day, and Welcome Back Sunday. Debbie will circulate an email with suggestions for Vestry members' comments. Dave Stender suggested that the Church should be open on May 11<sup>th</sup> for the Shad Derby festivities possibly with a bake sale.

**c. Boy Scout Sponsorship**

Larry Young informed the Vestry that Grace Church, by sponsoring Troop 1149, has become financially responsible for the troop. This means, among other things, that any donations to the troop must be given to the Church. It was decided to obtain more information from Bubba and Allison Kelly and put this matter on the agenda for the next Vestry meeting.

## **7. Executive Session**

The Vestry went into Executive Session at 9:00 p.m. The Executive Session ended at 9:20 p.m.

## **8. Closing Thoughts, Question, Concerns and/or Comments**

- Debbie welcomed JoAnne Harrison-Becker to her first Vestry meeting.

## **9. Adjournment**

With no further business before the vestry, a motion was made to adjourn the meeting at 9:22 p.m. The motion was seconded and carried. Debbie Hutchinson led the vestry in saying a closing prayer.

Many heartfelt and sincere thanks to Linda Rickard for taking such concise and well-written minutes during my absence.

JoAnne McLeod, Clerk