

GRACE EPISCOPAL CHURCH

Windsor, Connecticut

May 21, 2024

Call to Order

Attendance

Present: Larry Young, Katrina Woodhouse, Margaret Shields, Debbie Hutchinson, Linda Rickard, Susan Burgdorf, David Stender, John Carpenter, Ken Roach, JoAnne Harrison-Becker, and JoAnne McLeod.

Absent: Andrea Anderson, Chuck Drake and Father Don Hamer.

Guest: Joe Harrison-Becker

1. **Opening Prayers**

The May 21, 2024, Vestry Meeting was called to order at 7:00 p.m. with an Opening Prayer led by Senior Warden Debbie Hutchinson.

2. **Additions/Deletions to Agenda**

There were no additions or deletions to the agenda.

3. **Approval of Minutes**

A motion was made, seconded, and carried to accept the minutes as written from the April 16, 2024, Vestry meeting.

4. **Financial Report**

Treasurer Larry Young reported that there is currently a surplus of \$2,749 in the Operating Fund. The fund balance is \$7,203. Larry highlighted the year-to-date comparisons over the past four months and stated that we have a positive variance in our utility bills due to higher-than-normal winter temperatures. Since we have not incurred a significant loss in any area, we are currently in good shape.

Larry reported that forms have been completed for the Diocese to invest in their investment portfolio. There are two funds that we are going to invest in that have had good returns. Larry proposed investing \$300,000 in the D&B Fund, \$100,000 in an ebank fund and \$50,000 in Windsor Federal. He feels that these are good investments, and we would have easier access to the money if needed. A question was asked regarding who the signers on the investments would be. The signers will be Debbie Hutchinson, Larry Young, and JoAnne McLeod. Larry made a motion to invest \$447,000 currently held in the following manner: \$300,00 to D&B, \$100,000 to an ebank and \$50,000 to a local bank. A discussion took place regarding how many other parishes in the Diocese invest in the Diocese investment portfolio. The motion was voted on and it passed unanimously.

5. **Old Business**

a. **Stewardship Realty**

Debbie stated that we have not given Stewardship Realty a response as yet regarding a contract. Katrina Woodhouse reported that she has spoken with Windsor attorney John Webber about the contract and any changes that should be made. Attorney Webber had concerns about the real estate broker issue and the 5% that would be charged if a property sale were to take place since Stewardship Realty is not a broker and the Church would still be responsible for paying a broker. Attorney Webber will make changes to the contract if we want to move forward. He is willing to work pro bono or for a discounted rate. It was decided that Debbie and Katrina will speak to Dan from Stewardship Realty regarding where we are in the process and our concerns. It is hoped that the matter can be resolved by the end of the month. The vestry thanks Katrina for her hard work and time studying this matter.

b. SHPO Grant

Debbie reported that she had received an email from Marcia Hinckley stating that Grace Church was approved to move forward in applying for the grant. The application is due at the end of October 2024. The vestry sends heartfelt thanks to Marcia for her hard work in this matter and her dedication to Grace Church.

c. Ramp Update

Dave Stender reported that the architect/designer he has been consulting stated that the cost for installing a ramp has increased dramatically and he suggested that we consider installing a lift instead. The designer said that a pressure treated wood ramp he had recently installed cost about \$75,000. Supplies and the lack of workers have contributed to the dramatic cost increases. It was noted that \$5000 has already been authorized for a ramp design. Katrina Woodhouse and JoAnne McLeod met with a representative from a company that installs lifts. Once the ramp design has been received, a decision regarding the type of ADA access can be made.

d. Nursery Update

Larry reported that he has been working with ServPro to reach an agreement regarding how to restore the nursery to what it was prior to the pipes bursting. The old insulation in the walls will be replaced. Grace will remove the blower unit and ServPro will remove the tile on the landing and put down carpet. ServPro will remove the old plumbing. Grace will take care of the painting and reinstallation of the shelving in the closet. We are currently left owing ServPro \$5000, and Larry is trying to negotiate with ServPro so that we end up owing them no further money. A discussion took place regarding when the nursery will be completed, and the goal is to have it done in time for Welcome Back Sunday.

e. Diocese Packet for Priest in Charge

Debbie reported that she has been working very diligently putting together the information gleaned from our parish meeting into the packet for the Diocese so that we can call for a priest in charge. She has asked some parishioners to record why they go to Grace and what the Church means to them. The web page that Jenny Hawran has been working on is our advertisement for a new priest and it needs to be refreshed and updated. We need to keep current on various sites such as Facebook and YouTube. We also need to identify a town leader familiar with the Church who can comment on what Grace Church means to Windsor. After a brief discussion, it was decided that Jane Garibay would be a good candidate to ask. Debbie distributed a copy of the findings from Grace for the input for transition and she asked the members of the vestry to read it carefully and to make corrections as needed.

f. Farewell Planning for Mark Child

JoAnne McLeod reported that she had met with Joanne Roach and a special coffee hour will be held following the service on June 23rd to recognize Mark and Martha Child on their retirement after years of dedication to the music ministry at Grace. JoAnne briefly described plans for the celebration. Debbie stated that she had purchased a gift to be presented to Mark at the celebration.

6. New Business

a. Planning for Spring/Fall

Debbie reported that she and Bonnie have been discussing ideas to provide more fellowship in the Church and she asked the vestry if this is something the parish should pursue. Ideas such as a Harvest Supper in the fall, a Welcome Back Sunday celebration and a recruitment drive were discussed. The vestry agreed that we should pursue these ideas and think of other ways to open the Church to more folks.

b. Boy Scouts Update on Sponsorship

Larry reported that there seems to be a financial connection between the Church and our sponsorship of the Boy Scouts. He stated that he will investigate the connection and report back to the vestry.

7. Executive Session

The vestry did not go into Executive Session at this meeting.

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

- Debbie reported that Christ the King Church would like to revisit a rental arrangement with Grace. She is in dialog with the Church and is waiting for a document or contract to peruse.
- There has been no news regarding St. John's Church and their decision to merge with a parish.

9. Adjournment

With no further business before the vestry, a motion was made to adjourn the meeting at 8:50 p.m. The motion was seconded and carried. Debbie Hutchinson led the vestry in saying a closing prayer.

JoAnne McLeod, Clerk