

GRACE EPISCOPAL CHURCH

Windsor, Connecticut

June 11, 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, Andrea Anderson, Chuck Drake, and JoAnne McLeod.

Absent: Father Don Hamer.

1. **Opening Prayers**

The June 11, 2024, Vestry Meeting was called to order at 7:03 p.m. with an Opening Prayer led by Junior Warden Ken Roach.

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 May 21, 2024, Vestry meeting.

4. **Financial Report**

Treasurer Larry Young reported that the recording system for the Church finances has changed to QuickBooks Online and it has been a difficult transition. The finances are currently in a positive position with an excess of about \$1400 in the Operating Account and an excess of about \$3800 in the Rector's Discretionary Fund. The pledge money is coming in at about 96% of the budgeted amount. Larry stated that we are currently in good financial shape and moving in the right direction.

5. **Old Business**

a. Ramp Update

Dave Stender reported that the ramp designer has been paid half of the agreed upon amount to develop plans for the ramp. Measurements have been taken.

On another note, Debbie Hutchinson reported that she was informed by Representative Jane Garibay that a grant has been secured by the town to assist aging folks live more easily. Jane informed Debbie that she feels that some money from that grant may be available to Grace to help with the handicap access ramp. She also feels that asking political representatives in Windsor to write letters of support in favor of the handicap access project will help us to obtain the SHPPO grant.

b. Stewardship Realty

Katrina Woodhouse reported that she and Debbie met with Windsor Attorney John Webber regarding the contract with Stewardship Realty. Attorney Webber made some changes to the contract that will benefit Grace. He had questions about the Church having to obtain a broker and the cost of that. He suggested paying Stewardship Realty a flat fee. Attorney Webber has modified the arrangement and put in safeguards for Grace. We need to decide a percentage fee and meet with Dan from Stewardship Realty this week. A discussion took place regarding the possible contract with Stewardship Realty.

c. Nursery Update

Larry Young reported that the insurance company paid \$25,678 for the damage done to the nursery after the frozen pipe incident. ServPro has agreed to charge us \$24,570 for the repair work. That leaves us an excess of \$1108. Larry stated that we can use that money to pay for the paint needed to complete the project.

d. Mark's Farewell

JoAnne McLeod reported that the enhanced coffee hour for Mark and Martha's retirement has been organized with Joanne Roach. Debbie purchased and has received the farewell gift for Mark.

e. Diocesan Packet for Submission

Debbie reported that the Diocesan packet has been submitted to the Diocese. The completion of the packet was very time consuming but it is needed in order to call a new priest to Grace. Debbie stated that we still need two testimonials for the website to be submitted by parishioners.

f. Planning for the Fall

JoAnne Harrison-Becker distributed a plan of special times for the Church through December that was devised by the members of Body, Mind and Spirit. The idea behind the programs is to bring new visitors to Grace. She explained the workshops that she will lead during Body, Mind and Spirit sessions and other suggestions for the Church to consider. The vestry spent considerable time discussing the innovative ideas and thanked JoAnne for her hard work in this area.

6. New Business

a. Calling the Director of Music

Debbie reported that, so far, we have five candidates for the position of Director of Music ministries. A committee has been formed to choose the new director and initial interviews will take place on June 25th and 27th. Additional interviews will be scheduled as needed. Mark has agreed to meet with the candidates prior to their interviews to show them how to work our organ. A discussion took place regarding the salary being offered and the make-up of the hiring committee.

b. Father Hamer's Contract

Father Hamer has agreed to stay on until December 30th. He will be with us two Sundays a month and will also spend a few hours per week in the office; he has also agreed to lead at special events. A question was asked as to whether Father Hamer's hours and a supply priest are covered in the budget and Larry said that they were. Debbie will ask Father Hamer to submit a formal letter stating the Sundays he will be serving, office hours and Confirmation class instruction.

c. Holy Eucharist Schedule

Debbie stated that it is difficult to procure supply priests for Sundays. We are currently awaiting the dates that Father Hamer will be available for Holy Communion two Sundays a month.

d. Summer Office Hours

Debbie tabled this discussion until she has received Bonnie's summer hours. Debbie will send out an email at that time.

e. Confirmation & Church School

Debbie stated that we need Church School teachers and floaters when school resumes in September. Lynn Rhodes has letters ready to go to the parents of students for classes beginning in September and the curriculum has been revised. A comment was made that Safe Church, which is mandatory for all volunteers in the Church School, is not being offered at this time. Debbie will contact Tim Hodapp to see if he can organize a class.. A suggestion was made that, rather than waiting for volunteers to come forward, folks should personally be asked to consider being teachers.

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

- A question was asked regarding holding summer vestry meetings. Debbie stated that she felt that the vestry could keep in contact via email. The vestry will be open to calls of help if needed.
- John Carpenter said that this is his third term as a vestry member and he stated that working with this vestry has been an enjoyable experience. He gave special thanks to Debbie and Larry for their diligent and faithful service.
- Chuck Drake stated that the WHS House Tour was a huge success and the participation of the Grace Church campus was a highlight. He complimented Marcia Hinckley and her organization of the historical information of the Church and the Tuttle House. The volunteers were very welcoming and knowledgeable and they received many compliments from participants.

9. Adjournment

With no further business before the vestry, a motion was made to adjourn the meeting at 8:55 p.m. The motion was seconded and carried. Ken Roach led the vestry in saying a closing prayer.

JoAnne McLeod, Clerk