

# GRACE EPISCOPAL CHURCH

Windsor, Connecticut

March 18, 2025

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## *Call to Order*

### **Attendance**

**Present:** Jo Anne Harrison-Becker, Reverend Don, Debbie Hutchinson, Linda Rickard, Larry Young, Andrea Anderson, John Carpenter, Katrina Woodhouse, Margaret Shields, JoAnne McLeod, Dave Stender, Chuck Drake, and Sue Burgdorf.

**Absent:** Ken Roach

**Guest:** Marcia Hinckley.

### 1. **Opening Prayers**

The March 18, 2025 Vestry Meeting was called to order at 7:00 p.m. with an Opening Prayer led by Senior Warden Debbie Hutchinson.

### 2. **Additions and Deletions**

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 February 11, 2025, Vestry meeting.

### 4. **Current Business**

#### **a. Financial Report**

Treasurer Larry Young reported that Grace's portion of the financial paperwork for the merger with St. John's has been completed; he is waiting for Rich Adessa to complete the financial paperwork from St. John's. They still need to work together to make a combined budget for the two parishes once the merger takes place. Debbie asked whether the paperwork will be completed by April 15<sup>th</sup> and Larry stated that he was confident it would be. Debbie went on to say that the Alienation Report needs to be completed for the merger. Jan Bellinger has completed St. John's portion of the report. Their endowment money will remain untouched. St. John's will decide as to how to disperse the money they will realize after they sell their property; they would like a portion of the proceeds from the sale to go to a scholarship fund and other areas to help the East Windsor community. Debbie noted that a portion of the proceeds will come to Grace Church. The property appraisal that St. John's has received will become a part of the report that will go to the Diocese.

Larry went on to discuss the fund balance report highlighting the Building Fund and the Tuttle Fund. He stated that the operating fund has a projected deficit of \$32,000 for 2025. This does not include any income from pledges coming over from St. John's or the \$8,000 a month they draw from their endowment that will

be coming to Grace after the merger. As a result, Larry stated that our finances continue to be pretty much on track. A discussion took place regarding the substantial increase in copier costs and how to lower them.

#### **b. Proposal for Roof Repairs**

Marcia Hinckley reported on the information she received from Eagle Rivet Roof Service Corporation regarding the Tuttle House roof and the roof over the chancel of the Church. The quotes that Marcia disseminated to the Vestry highlighted the costs for two roofing options for the Tuttle House: replacement of areas 1 and 2 at the back of the house or repairing those sections of the existing roof. It was noted that a \$20,000 commitment has been made for the replacement of the Tuttle House roof. The two quotes for the roof over the Church chancel are: remove and replace the roof in that area or repair/replace slates that are causing the leaks in the chancel. With either of these projects, Eagle Rivet will replace currently missing slates on the front roof of the Tuttle House. Marcia noted that the slate roofs need a maintenance schedule to increase their effectiveness and longevity. A very lengthy discussion took place about the roofs, the quotes and how to proceed. Dave Stender made a motion that we complete the roof replacement with new slate for the Tuttle House per Eagle Rivet's proposal dated February 5, 2025 and remove and replace the slate roof over the Church chancel per Eagle Rivet's proposal dated March 6, 2025. Sue Burgdorf seconded the motion. A brief discussion took place. Debbie noted that the intense discussions only highlight how deeply the vestry cares for Grace Church. The motion was voted on and it passed unanimously.

#### **c. Ramp Update**

Dave Stender reported that he is still waiting for the site plan and fire code study regarding the ramp.

#### **d. Review for Merger & Merger Timelines**

Debbie reported that she, Father Don, and members from St. John's met with Bishop Laura regarding the merger. Because of the meeting schedule of the Standing Committee of the Diocese, our paperwork needs to be submitted by May 1<sup>st</sup> despite the merger not taking place until October. In order to make sure that the May 1<sup>st</sup> date is met, Debbie has made a deadline of April 15<sup>th</sup> for all paperwork to be submitted to her. The parish needs to be called together one more time in order to vote on the merger. The proposed meeting will take place on Sunday, March 30<sup>th</sup>, at the end of the service,. Ballots will be printed out and folks may either bring them to Church or email their vote to Debbie; the number of votes needs to be submitted to the Diocese. A brief history of the merger will be included for parishioners. A discussion took place regarding tasks that need to be completed prior to the merger; we still have quite a bit of work to accomplish.

Dave Stender made a motion that we have a special parish meeting on March 30, 2025, for the purpose of voting for the merger with St. John's Church. Jo Anne Harrison-Becker seconded the motion. In a brief discussion, Chuck Drake suggested that the vote should take place prior to Coffee Hour. A vote took place, and the motion passed unanimously.

#### **e. A Plan for the Priest Associate**

The vestry went into Executive Session for this discussion. At the completion of the discussion, the vestry came out of Executive Session.

Dave Stender made a motion that we pay Reverend Charlotte \$250 per service that she officiates as a Priest Associate. Linda Rickard seconded the motion. No further discussion took place. The motion was voted on and it passed unanimously.

The vestry went into Executive Session for another discussion. At the completion of the discussion, the vestry came out of Executive Session.

Andrea Anderson made a motion that we pay Father Hamer \$300 per Sunday service that he officiates. Margaret Shields seconded the motion. The motion was voted on and it passed unanimously.

## **5. New Business**

### **a. Inventory Committee for Grace**

Debbie stated that, due to the lateness of the hour, the discussion regarding the inventory will take place during the April meeting.

### **b. Coffee Hour Plan of Action**

It was decided that coffee hour will be moved to the lower parish hall on April 27<sup>th</sup>. This will be after winter weather and will help folks move the coffee pots. A plan for coffee hour needs to be made prior to next winter. We need to find a coordinator who will find volunteers for coffee hour and add other components to this valuable ministry.

### **c. Camp Washington Retreat**

Father Hamer stated that the vestry will have an overnight retreat at Camp Washington. The camp is reserving October 3-4 for us. Joy Doran has agreed to help Father Hamer organize the retreat. Father Hamer discussed the timeline. He stated that he would like to know if vestry members are able to attend by Thursday afternoon. If attending, members need to state if they have any physical limitations, food allergies and if they would like a single room or a shared room.

### **d. Activities**

Jo Anne Harrison Becker distributed a listing of Church activities from April through July. A brief discussion took place. The vestry thanked Jo Anne for her enthusiasm, creativity, and dedication to Grace Church.

## **6. Closing Prayer**

With no further business before the vestry, a motion was made to adjourn the meeting at 9:15 p.m. The motion was seconded and carried. Debbie Hutchinson led the vestry in saying a closing prayer.

JoAnne McLeod, Clerk