

GRACE EPISCOPAL CHURCH

Windsor, Connecticut

May 13, 2025

Call to Order

Attendance

Present: Larry Young, Katrina Woodhouse, Debbie Hutchinson, Susan Burgdorf, David Stender, John Carpenter, Ken Roach, Andrea Anderson, Father Don Hamer, Chuck Drake, Margaret Shields, and JoAnne McLeod.

Absent: Linda Rickard, and Jo Anne Harrison-Becker.

Guests: Mayor Nuchette Black-Burke and Marcia Hinckley.

1. Opening Prayers

The May 13, 2025, Vestry Meeting was called to order at 7:03 p.m. with an Opening Prayer led by Senior Warden Debbie Hutchinson.

2. Additions/Deletions to Agenda

Additions:

6. Current Business

g. Cookbook

7. New Business

c. Hymns

3. Approval of Minutes

A motion was made, seconded, and carried to accept the minutes as written from the April 8, 2025, Vestry meeting.

4. Introduction of the Mayor of Windsor

Debbie introduced Mayor Nuchette Black-Burke. The mayor spoke about her background. She is a Windsor native who moved back to town with her husband to raise her family because of the feeling of community and safety in Windsor. She spoke of her upbringing and the feeling of giving back to the community that runs in her family. Debbie spoke about Grace's prominence on the Green and our importance to the fabric of the Windsor community. She also spoke about some of the inroads Grace has made with outreach in Windsor. Dave Stender spoke about the slow process with the handicapped access ramp. Marcia Hinckley discussed help that Grace has received from the town manager and Patrick McMahon. A discussion took place regarding possible grants to help with building issues. The mayor also spoke about opportunities for Grace to help with the school community.

5. Financial Update

Larry Young first discussed the Profit/Loss Comparison document that he had printed. He stated that the numbers are in line with what was projected and there are no surprises. Under Revenue, the Parishioner Contributions and Prior Years' Pledges are down. Salary and Wage expenses are down. Expenses are doing well and staying in line. Larry stated that we are running an operating deficit, but it is close to what was budgeted or anticipated. Larry discussed the Fund Balance Analysis and Cash Reconciliation document from April 30, 2025. The Tuttle Fund has shown a loss of \$14,200 which reflects the volatility of the stock market. However, he stated that we are in a little better position over all than expected.

In a discussion about paying for the roofs on the Tuttle House and the Church, Larry stated that he feels that taking out a low interest loan from the Diocese might be more fiscally responsible than taking devalued dollars from the Tuttle Fund. This will be discussed more in-depth at a later meeting.

6. Current Business

a. Ramp Update

Dave Stender reported that the site plan and code study have been completed. The design for the ramp will be available to us in mid-to-late June. Dave emphasized how slow progress has been in the ramp project.

b. Roof Update

Marcia Hinckley reported that Art Diaz is trying to match the slate currently on the roofs. He anticipates a 10 – 12-week lead time in beginning the project and will give us a more accurate update shortly. He expects his company to be on the job for both the Tuttle House and Church roofs sometime in June to July. The vestry thanked Marcia once again for her dedication and hard work regarding this project.

c. Calendar of Events

Debbie stated that a discussion of the calendar will be tabled until Jo Anne Harrison-Becker has recuperated and is able to attend vestry meetings. Jo Anne is instrumental in creating the calendar.

d. The Merger Update

Debbie Hutchinson reported that all of the merger documents were given to the Diocese on time on May 1st. Bishop Laura stated that the documents were extremely well done and thorough. Debbie complimented all of the committees for their diligence and hard work in completing the paperwork and especially pointed out the committee chair people who worked many hours gathering information and completing the documents. The merger will be voted on during the Diocesan Convention which will take place on October 25th. Jo Anne and Joe Harrison-Becker will be our representatives at the convention, but Debbie stressed that it is important for vestry members to also attend in order to show support for the merger. An email will be sent to all vestry members asking for a commitment to attend the merger voting portion of the convention which will be held at the Bristol Convention Center.

Debbie also reported that she will be away from May 14 – 21. During her absence, Ken Roach will be in charge. He will also lead the coffee hour discussion with Canon Olds.

e. Security Update

Ken Roach stated that, as Junior Warden, the security of the Church is his responsibility. He is currently developing a security plan for Grace. A discussion took place regarding concerns over the behavior of a recent visitor to the Church. A discussion also took place regarding oversight by the vestry of community service workers doing jobs in the Church. Larry Young stated that he will be working on getting the monitor over Bonnie's desk in working order so that she can see who is entering the Church.

f. Canon Old's Visit

Debbie reported that the application for a new priest has been put online by the Diocese. The office at the Diocese has been advertising the position. Canon Olds will be coming to Grace on Sunday. He is the new Canon for Transition. He will be the give the sermon. Canon Olds will attend coffee hour after the service, and he will answer any questions parishioners may have regarding the search for a new priest.

g. Cookbooks

The idea of publishing a Grace Church cookbook was suggested at the April vestry meeting. Debbie stated that she will be asking for volunteers interested in working on the project.

5. New Business

a. Coffee Hour Team

Debbie reported that Joanne Roach has worked at organizing the coffee hour routines to make it easier for volunteers to follow. Dawn Fearon has agreed to help on the team as well as Pat Ould. Jo Anne Harrison-Becker and Bonnie Yosky will help with coffee hours for special occasions. Debbie stated that other folks are needed to volunteer, and a committee meeting will be scheduled.

b. Juneteenth at Grace

Debbie reported that Marva Douglas-Brito, a member of the choir, would like to launch the group she is affiliated with and sponsor coffee hour to celebrate Juneteenth. Marva's group is in charge of the Taste of the Caribbean, and they will be providing those types of dishes during coffee hour. The group will also be included in the liturgy that Sunday.

c. Music

Katrina Woodhouse reported that parishioners have mentioned to her their frustration that they do not know most of the hymns that have been used during recent services and that the hymns from the Levas hymnal have not been included. A discussion took place regarding this issue. Father Don stated that the Liturgical Committee needs to be resurrected so that this issue can be addressed. A request for volunteers to serve on the committee will be posted in the weekly bulletin. Father Don also reported that Bob Keating will no longer be the Verger. Father Don will ask for volunteers to serve in this position. He is hoping to find several volunteers so that they can alternate Sundays.

6. Closing

With no further business before the vestry, a motion was made to adjourn the meeting at 8:58 p.m. The motion was seconded and carried. Debbie Hutchinson led the vestry in saying a closing prayer.

JoAnne McLeod, Clerk