Vestry Minutes of Trinity Church

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| Date of Meeting: | **December 19, 2018** |
| Location: | **Trinity Church, Newtown, CT** |
| **Attending:** Forry, Patrick, Moe, Jenny, Sue, Carrie, Laurie, Hope, Beth |
| Meeting items for discussion |
| **7:00 – 7:20** | **As a Community of Theological Imagination** |  |
|  | Dwelling in the Word –Praying—Jeremiah 29:11-14 | Jenny |
| 7:20 – 8:20 | **Doing the fiduciary work of the Church** |  |
| 1. | Consent of November vestry meeting minutes | Beth |
|  | **Notes:** Approved by affirmation. |  |
| 2. | Consent of November Treasurer’s Report | Pat |
|  | Notes: We are doing very well, which we attribute to several annual givers who got caught up with pledges in November and expenses continuing to be lower. Based on forecasted position there is recommendation by Finance Commission to to accelerate expenses into 2018, where possible. We have executed the steps to make the final funding transfer to pay for the Church Ceiling from the Capital Reserve investment account. The transfer of funding will replenish the Capital Improvement holding and eliminate the current open line of credit balance. Given the future financial projections it continues to be important for us to live within our means in what could be a financially turbulent time. November Treasurer’s Report approved by affirmation. |  |
| 3. | Approve 2019 Budget |  |
|  | **Notes:** This version of the budget reflects a slightly lower pledge amount, which is offset by the discovery that the Glover Trust amount should be higher than originally reflected. Additional changes are:* The Nancy Dudley Gift (set up for education) will be used to help with the diocese mandated education line item for our seminarian.
* The budget now assumes that once Carrie’s contract expires, the new curate would be single, resulting in a higher housing cost (as Nick’s parish is paying half currently) and a lower cost for insurance.
* The largest change was in the music budget. Talked with Don about delaying hiring of two of the section leaders to March and with his input we decided to continue with two paid section leaders for 2019 and hire additional professional voices, as needed, throughout the year. With Don’s input, we also reduced the hand bell line item. If Don is successful in recruiting a hand bell choir, we will revisit that. The budget for paid musicians was reduced from $3,000 to $1,500. Don will reach out to the parish with an appeal for Easter music (as we currently do for flowers) to make up the difference. This will give us a chance to judge the parish’s commitment to the orchestral music for Easter.

With a few minor adjustments, the 2019 Budget was approved unanimously.  |  |
| 4. | Reminder 2018 Annual Reports due by December 20 to Kim |  |
|  | **Notes:** All annual reports are in except for the Wardens and the Curate, but they are in progress and will be delivered by the deadline. On January 13th there will be a Budget, By-Laws and Bagels presentation to the Parish after Church on Sunday. This needs to be announced in tomorrow’s e-News. Beth will work with the office to get the Notice for Annual Meeting posted. |  |
| 5. | Discuss Vestry Nominations |  |
|  | **Notes:** We have three Vestry vacancies, plus a Warden. Patrick is open to moving to be Warden, if we can identify someone willing to step into the position of Treasurer. Patrick and Laurie identified individuals to approach and the Vestry agreed to discuss this at our holiday dinner (at Laurie and Earl’s home on Friday, January 4 at 7:00 p.m.) to be sure this is wrapped up.  |  |
| 6. | Adopt Bylaw revisions (see attached) |  |
|  | Notes: The ECCT Template was used and the document is fairly generic, giving us clear direction with more latitude. The main difference was the treatment of the Youth as a full vestry members, as they are adults. As we move forward with Youth representation, we need to keep in mind that most Youth would be unable to serve the full three-year term The Vestry approved the By-Laws by affirmation. The next step is to socialize them with the Parish prior to the annual meeting so they can be voted on and approved. |  |
| 7. | Approve 2019 Cleric Housing Allowance and Travel Reimbursement Resolutions CLERIC LIVES IN A RECTORY/VICARAGE PROVIDED BY THE CHURCH: Resolution of the Vestry Meeting of 12/19/18: Whereas the Rev. Dr. Jennifer Montgomery is employed as a minister of the Gospel by Trinity Episcopal Church, Newtown, CT, which although providing a residence for her does not provide the full cost of maintaining and furnishing such a residence, the vestry resolves that of the total compensation of $100,450 (Note: this figure contains cash salary, social security allowance, and housing equity) to be paid to the Rev. Montgomery during 2019, that $3500 be designated a parsonage allowance within the meaning of that term as used in Section 107 of the IRC Code of 1986 as amended, but in any event until further notice the parsonage allowance shall be $291 per month.CLERIC TRAVEL REIMBURSEMENT PROVIDED BY THE CHURCH: Resolution of the Vestry Meeting of 12/19/18: Whereas the Rev. Dr. Jennifer Montgomery is employed as a minister of the Gospel by Trinity Episcopal Church, Newtown, CT, adequate monies are provided to reimburse her for documented business travel. The IRS business travel reimbursement guidelines for 2019 will be the basis for this reimbursement.CLERIC TRAVEL REIMBURSEMENT PROVIDED BY THE CHURCH: Resolution of the Vestry Meeting of 12/19/18: Whereas the Rev. Carrie Combs is employed as a minister of the Gospel by Trinity Episcopal Church, Newtown, CT, adequate monies are provided to reimburse her for documented business travel. The IRS business travel reimbursement guidelines for 2019 will be the basis for this reimbursement. |  |
|  | Notes: Unanimously approved. |  |
| 8:20 –8:50 | **Forming Disciples and Apostles in God’s Mission** |  |
| 8. | Reports from teams on Mapping Our Neighborhood* Brainstorming list—No additions this month
 | All |
| 9. | Plan for Annual Meeting Presentation |  |
|  | Notes: Moe mentioned an idea of using stickies and “smile” moments. Describe our task and why we did it. It’s about being more intentional when we are out in the community (Laurie). It’s about getting out of our comfort zone (Patrick). Stopping and listening, being a neighbor (Moe). Being a representative of the body of Christ when we go out (Carrie). Jenny wishes that there would be a way or a time to share, just as we are in this meeting. We saw connections between our dwelling in the word and our mapping the neighborhood activities. Both were about being open to what the spirit is telling/showing us in the moment (discernment). |  |
| 8:50 – 9:00 | **Fed by Word and Sacraments** |  |
| 9. | Compline—Let by Sue. |  |
| Connected to the Wider Body of Christ |

*IMPORTANT DATES COMING UP:*

*Friday, January 4, 7:00 p.m.—Vestry Christmas Party – change of date! At Laurie and Earl’s home*

*Sunday, January 13, 2019—2019 Budget & Bylaw Forum*

*Sunday, January 20, 2019—Annual Meeting*

*January 26-27—2019 Vestry Retreat @ Camp Washington*

*Saturday, April 27, 2019—ECCT Spring Training – Meriden*

*Sunday, May 3, 2020—Bishop Ian will be here for confirmation and a celebration for our 150th Anniversary*

**Brainstorming List:**

**Items from July Meeting:**

* Could we sponsor trash disposal on Main Street, would be especially helpful for dog walkers.
* The Fire Department needs volunteers, are there ways we could help, aside from becoming firefighters?
* Where are we on our four goals. Put updates on our August agenda. For example, where are we going with our “small groups.” What is happening organically? Where are we “stuck.”

**Items from August Meeting:**

* Creating a place on the website for the Vestry and posting the minutes in the e-news each month

**Items from September Meeting:**

* As we look to celebrate our 150th anniversary, should we look more broadly to include the rest of the Main Street community.

**Items from October Meeting:**

* Renting an ice cream cart and serving the community to invite them in to Trinity.

**Items from November Meeting**