

Trinity Episcopal Church
Fishkill, NY 12524
Minutes of Vestry Meeting on December 15, 2009

The Rev. Sr. Jean Campbell, OSH called the meeting to order at 7:00 p.m. Opening prayers were offered.

Present: The Rev. Sr. Jean Campbell, OSH, Rector; Wardens Frederick Villforth and Connie Smith; Vestry members Wayne Bunker, Bob Drennan, Cheri Hamilton, Robert McCollum, Bob Rothmann, Marilyn Sullivan, Jean Winkler; Vestry secretary Linda Herrera.

Not Present: Anne Huston, Jerry Picard

Minutes of Vestry Meeting on November 18, 2009

Jean Winkler made a motion to accept the minutes of the November Vestry Meeting; Sullivan seconded. Vote was unanimous in favor. Motion carried.

Treasurer's Report – November 2009

Balance Sheet

Trinity's assets on November 30, 2009 totaled \$521,105:

\$26,786 Checking and savings accounts
\$55,721 Chevron stock
\$438,599 Morgan Stanley and Vanguard managed accounts

Income Statement

	<u>Nov 2009</u>	<u>Jan - Nov 2009</u>	<u>Jan - Nov 2008</u>
Operating income	\$ 21,634	\$ 182,878	\$ 206,024
Operating expenses	<u>19,516</u>	<u>197,496</u>	<u>206,089</u>
Net profit (loss)	2,118	(14,618)	(65)
Non-operating income	776	20,121	28,934
Non-operating expenses	<u>1,007</u>	<u>8,880</u>	<u>36,201</u>
Net profit (loss)	(231)	11,242	(7,267)
Total income	22,410	202,999	234,958
Total expenses	<u>20,523</u>	<u>206,376</u>	<u>242,290</u>
Net profit (loss)	\$ 1,888	\$ (3,377)	\$ (7,332)

- Approximately \$20,500 of our available cash of \$25,557 is restricted: \$7,000 awaiting disbursement to the Vassar Haiti Project, \$7,300 income for 2010, and \$6,250 TNT income allocated for Parish House doors. December income will most likely cover our remaining operating expenses for the year, but we will begin January 2010 with less than \$10,000 cash. This could force us to draw from the investment accounts as early as 1st qtr. 2010.

- Proceeds from the redemption of a matured CD were deposited into the money market account. There is over \$40,000 in the account that can be invested elsewhere or used if cash is needed.
- Offering income exceeded the budgeted amount for the first time since January '09. Still, total offerings are more than \$6,000 below budget for the year.
- Worship expenses included \$375 for artificial wreaths and roping for Christmas, \$257 for unbudgeted acolyte albs, and \$390 for parish family events including the stewardship breakfast and property cleanup day.

Committee Reports

Parish Family

Jean Winkler and Tom Bunker are planning a murder-mystery theme parish dinner on Saturday, April 10th. The Men of Trinity will prepare the meal; the Vestry agreed to the proposal that there be a charge for the dinner.

Old Business

Core Care Groups

The Vestry reported on their communications efforts with their core care families. Some Vestry members are reluctant to, or are having difficulty in making contacts. Alternatives to phone calls were suggested, including: mailing letters, sending post cards, e-mail, seeing people in church or at coffee hour.

Stewardship Report - Pledges

- To date, we have a total pledged of \$167,000. While the amount pledged has increased, the total number of pledges is down.
- The Vestry was asked to follow up with their core care groups and encourage them to return their pledge card if they haven't already done so.

Budget for FY 2010

- Frederick Villforth distributed a tentative operating budget for the coming year. Based on current pledges, there is a projected shortfall of \$12,500. The Vestry discussed suggestions for increasing pledges to close the gap between income and expenses so that a balanced budget can be voted upon.
- Suggestions included: selling some of our property along Old Main Street; informing the congregation of the shortfall and asking each family unit to add \$xxx to their pledge; contacting selected parishioners to increase their current pledge; continue to contact or re-contact those family units that have not pledged.
- Since no specific ideas were adopted, Villforth indicated that he will submit to the Vestry by electronic mail a proposed 2010 budget by December 28, 2009 with the latest information, and requested the vestry members to vote for or against the proposal by return email by December 31, 2009. Trinity bylaws require that the Vestry approve a budget before the end of each calendar year. Those present agreed to respond as requested.

Parish House 1st Floor Restroom

- Work has been completed on the restroom, and it looks terrific. The Vestry commended all who worked on the project, especially Wayne Bunker, Frederick Villforth, Dwight Willman, Mary Kalan, Charlotte Willman, Linda Wood, and Rosemary Waian. Thanks also to the Trinity Networking Team for funding a portion of the renovation with the proceeds from their rummage sales.
- Receipts for purchased material have been forwarded to the diocese for reimbursement.

Parish House Doors

The cost estimates provided by Architectural Doors were authorized and returned to the company in November. Bob Drennan will ask for an updated timeframe for the work.

18 Main Street

- The vacant apartment at 18 Main St. will require \$2,500 - \$3,000 in renovations before it can be rented again. The investment will be worthwhile if we can attract a tenant who will occupy the unit long term.
- **Wayne Bunker made a motion to authorize an expenditure of up to \$3,000 from the Capital Fund to restore the 18 Main Street apartment to rentable condition; Drennan seconded. Vote was unanimous in favor. Motion carried.**
- The tenant in the other apartment (18½ Main St.) has renewed his lease on a month to month basis. He has been there at least 10 years and we do not know why he is using month-to-month. Winkler inquired if this was allowed without our specific approval. Villforth will look into the lease agreement.

New Business

Rector's Vacation

- Sr. Jean will be on vacation from December 28th – January 28th. Supply clergy in her absence will be: Jan. 3rd – Rev. Canon Andrew Dietsche; Jan. 10th and 24th – Rev. Susan Auchincloss; Jan. 17th – Rev. Peter Sipple.
- There will be no Saturday Holy Eucharist from December 26th to January 30th; the service will resume on February 6th.

Rector's Housing Allowance

Frederick Villforth made a motion to enter into the record the following parsonage allowance statement: "Whereas The Rev. Jean Campbell is employed as a minister of the Gospel by Trinity Episcopal Church, Fishkill, NY, which does not provide a residence for her; therefore the Vestry resolves that of the total compensation of \$74,250 to be paid to The Rev. Jean Campbell during 2010, that \$24,750 be designated a parsonage allowance within the meaning of that term as used in Section 107 of the IRS Code of 1986." Bunker seconded. Vote was unanimous in favor. Motion passed.

Diocesan Assessment

Trinity's assessment charge for 2010 is \$19,661. A memo from the diocese explaining the assessment calculation was distributed to the Vestry.

Adult Formation 2010

- Sheila Newman will conduct an Old Testament program in January and February.
- Sr. Jean is planning to invite a speaker to discuss interfaith issues.
- The Rt. Rev. Herbert Donovan will visit Trinity on Sunday, April 25th. Bishop Donovan will preside at the 10 AM service and administer the Sacrament of Confirmation or Reception to those wishing to renew their baptismal vows. Arrangements will be made for an extended coffee hour and a meeting with the Vestry on that day.

Annual Reports

Trinity's Annual Meeting will be held on Sunday, February 7th. Organization and committee heads will be asked to submit their annual reports to the Parish Office in January.

Frederick Villforth moved to adjourn the meeting at 8:40 p.m.; Bunker seconded. Vote was unanimous in favor.

Respectfully submitted, Linda Herrera