

Trinity Episcopal Church  
Fishkill, NY 12524  
Minutes of Vestry Meeting on January 20, 2010

Warden Connie Smith called the meeting to order at 7:00 p.m. Opening prayers were offered.

Present: Wardens Frederick Villforth and Connie Smith; Vestry members Wayne Bunker, Bob Drennan, Robert McCollum, Jerry Picard, Bob Rothmann, Marilyn Sullivan, Jean Winkler; Vestry secretary Linda Herrera.

Not Present: The Rev. Sr. Jean Campbell, OSH, Rector; Cheri Hamilton, Anne Huston

Visitors: Deb Hillard, Lila Meade, Bob Tetrault

Minutes of Vestry Meeting on December 16, 2009

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

Financial Report on Haitian Art Sale Fundraiser

- Deb Hillard and Lila Meade presented a financial report from the Haitian art sale held at Trinity on November 15<sup>th</sup> – 17<sup>th</sup>.
- Art sales totaled \$7,781. Of the proceeds, \$3,690 will be sent to the Vassar Haiti Project to pay for the art and \$4,091 will be sent to SOIL (Sustainable Organic Integrated Livelihoods). SOIL is the organization responsible for the Gros Morne clinic in L'Acul. Trinity will pay expenses of \$1,332. A revised spreadsheet will be submitted with more information on how funds are to be disbursed.
- Noting that the net profit from the art sale was only \$2,759, Jean Winkler asked if there were other fundraisers Trinity could engage in that might yield a higher profit for the VHP. Lila Meade responded that the art sales generate contacts for mailings and, in some cases, draw in people who then become involved directly with VHP. This benefit is difficult to quantify in dollars but nonetheless important.
- Bob Drennan asked if the VHP receives donations from corporations through matching gift programs. They have and are trying to get more companies involved.

Treasurer's Report –December 2009

Balance Sheet

- Trinity's assets on December 31, 2009 totaled \$518,500:
  - \$22,607 Checking and savings accounts
  - \$54,971 Chevron stock
  - \$440,922 Morgan Stanley and Vanguard managed accounts
- The church ended FY2009 with a net loss of \$8,763.

- Year-end adjustments to the restricted net asset accounts were made as follows:
  - 3110-10: Capital Fund – Credited \$634 from Capital Fund Income of \$620 (#107-01) and Property Fund Income of \$14.00 (\$107-02);
  - 3110-30: Memorial Fund – Credited \$2,380 from donations made in memory of Charlie Seipp (\$100), Irene Gregor (\$135), and Beverly Brinckerhoff (\$2,145);
  - 3110-40: Columbarium Fund – Credited \$1,400 for income from sales of columbarium niches.

### Income Statement

	<u>December 2009</u>	<u>Jan – Dec 2009</u>	<u>Jan – Dec 2008</u>
Operating income	\$ 23,739	\$ 206,617	\$ 232,265
Operating expenses	<u>20,708</u>	<u>218,217</u>	<u>225,867</u>
Net profit (loss)	3,031	(11,600)	6,398
Non-operating income	1,201	21,322	30,159
Non-operating expenses	<u>9,605</u>	<u>18,485</u>	<u>39,260</u>
Net profit (loss)	(8,404)	2,837	(9,100)
Total income	24,940	227,939	262,424
Total expenses	<u>30,313</u>	<u>236,702</u>	<u>265,126</u>
Net profit (loss)	\$ (5,373)	\$ (8,763)	\$ (2,702)

- Offering income for the month of December exceeded the budget by \$7,111; total offerings for the year were \$1,093 higher than budgeted.
- Payment of \$1,200 was made to the diocese for the 4<sup>th</sup> qtr. assessment.
- Trinity received reimbursement of \$2,105 from the diocese for materials purchased to renovate the Parish Hall first floor restroom.
- Expenses of \$553 for account #208-01:Outreach-Haiti were an estimate pending final report from the Vassar Haiti Project team. That amount will be adjusted to \$1,332.
- Contracted cost of \$6,246 to repair Parish House doors was posted in December to the Trinity Networking Team expense account (#204-09). Payment to the contractor will not be sent, however, until the work is completed. A balance of \$1,304 paid in December to Willow Ridge for the columbarium landscaping project was also debited to the same expense account.
- Noting that some expenses far exceeded the monthly allocated budget, Wayne Bunker asked for adherence to the guideline, established to control spending and protect cash flow, stating that expenses exceeding 10% of the total budget require Vestry approval. Reimbursable expenses should be submitted at least quarterly. Villforth recommended that, if these rules are not part of the current financial guidelines, the document should be amended to include them.

### Committee Reports

#### Parish Family

More details were given about the Tom Bunker/Jean Winkler production of “Murder in Swingland”, a murder-mystery theme parish dinner to be held on Saturday, April 10<sup>th</sup>. A family-style dinner, served by the Men of Trinity, will begin at 6 p.m. Tickets cost \$12.00 per person; a number of free tickets will be available as well. Wine will be served.

## Old Business

### Stewardship Report

- To date, we have 93 pledges totaling \$182,156, with another \$8,680 identified as “likely income” from people who contribute regularly but don’t pledge. This is a big increase over last year and puts estimated pledge income close to 2008 levels.
- The congregation responded positively to the stewardship campaign’s stressing both the biblical reasons for giving and the financial needs of the church in carrying out its mission.
- A small group of “top givers” far exceed the average pledge. It would be better for the parish long term to have a higher average pledge among the majority.

### 2010 Budget

- On December 31<sup>st</sup>, the Vestry approved an operating budget for fiscal year 2010. Voting was as follows:  
YES: Bunker, Winkler, Picard, Rothmann, Villforth, Smith;  
NO: Drennan, Sullivan;  
Those not voting: McCollum, Hamilton, Huston.
- Frederick Villforth distributed an amended 2010 budget and requested that the Vestry adopt the new document. Changes include more pledges, additional employer payroll tax, greater cash carryover from FY2009, and a smaller projected withdrawal from the investment accounts.

**Wayne Bunker made a motion to enter into the record the amended 2010 operating budget; Winkler seconded. Vote was unanimous in favor. Motion carried.**

### 18 Main Street

- Wayne Bunker, Frederick Villforth, Bob Drennan, and other volunteers have begun renovating the 18 Main St. apartment with some demolition and carpentry work. The \$3,000 authorized by the Vestry in last month’s meeting should be enough to cover the cost of the project.
- Regarding the tenant at 18½ Main St., Frederick Villforth examined our lease and found nothing in the terms that expressly prohibit or allow renewing the agreement on a month-to-month basis. He will speak with the management company further.

### Parish House Doors

Bob Drennan reported that fabrication of the new doors should be completed by the last week of January, with installation scheduled for some time in early February. The new doors will be installed first and repairs to existing doors will be done subsequently.

### Choir Robes

Jean Winkler approached our contact from the American Sewing Guild to ask if they would be agreeable to making new robes for Trinity’s choir if we provide the material. The ASG is not interested in making choir robes, but they could make the piece that goes on top. The Vestry questioned whether the amount of sewing work done for the Altar Guild justifies the discounted rate we allow for the ASG to rent the Parish Hall, especially considering our increased heating and electricity costs. The Vestry will review this arrangement.

New Business

Bake Sale Fundraiser for Haiti

**Wayne Bunker made a motion to allow the J2A class to hold a bake sale fundraiser on Sunday, January 24<sup>th</sup> with all proceeds being sent to Episcopal Relief and Development for Haiti earthquake relief. Drennan seconded. Vote was unanimous in favor. Motion carried.**

Parish Annual Meeting – February 7th

- The theme for this year’s annual meeting is a “Souper Bowl Tailgate Party.” Attendees are asked to bring a homemade soup to share; everyone will vote on their favorites. Hot dogs, salads, and other finger foods will be served as well.
- Sign-up sheets have been posted in the church and Parish House for soup-making, setup, and cleanup. Party setup will be done in conjunction with clearing the Parish Hall of remnants from the rummage sale which ends on February 6<sup>th</sup>.
- Vestry members should mention the meeting and party during announcements at the services and also in communicating with their core care families.

Nominations for Vestry

Several candidates have been asked to stand for election at the annual meeting. There are three member terms and one warden term expiring next month. We also need someone for one year to fill Anne Huston’s unexpired term. Any contributing member of the parish is eligible to serve on the Vestry, and current members are encouraged to approach congregants about joining.

**Frederick Villforth moved to adjourn the meeting at 8:15 p.m.; Winkler seconded. Vote was unanimous in favor.**

Respectfully submitted,  
Linda Herrera