

**Holy Trinity Episcopal Church
Vestry Meeting Minutes
September 14, 2022**

Present in person: Susan Howland, Lynn Garland, Jean Frost, Mother Judith Lee, Nancy Waugh, John Grant

Present on Zoom: Lana Pieczynski, Robin Yates, Cat Reith-Lowery

Regrets: Eileen DeMings, Lorraine Brumskine

Opening: Eucharist began 7:07 pm

Acceptance of Minutes: A motion was made to accept minutes from the August meeting as edited, mostly grammatical and spelling errors, it was seconded and carried.

Treasurer's Report: Nancy sent out reports via email, a motion was made to accept, seconded, and carried.

Priest's Report –

- Pastoral Care check in was done.
- Closing Prayers: schedule for next three Vestry Meetings is October – John Grant, November – Lynn Garland, December – Nancy Waugh.
- A proposal was made to prepare the Chapel to be used for Children's Chapel. The children in Pre-K through 7th grade will have a short chapel service prior to going to their classrooms and the start of the 9:30 service in the church. They will return to church at the time of the Peace. The Vestry is in favor of this use of the Lady Chapel. The families will clear out the items that presently are occupying space in the Lady Chapel and Lynn Garland has offered to paint the walls.
- There will be a service of Holy Eucharist at 9:30 on Christmas morning, it might be a said service (no music). There will be a service on Christmas Eve at 4 pm.
- UTO Sunday will be October 23, Susan Howland will integrate her talk of UTO with a Stewardship talk.
- The Ecumenical Thanksgiving Service will be held at Holy Trinity on Tuesday November 22, 2022.
- What have we done well? – Roy Baum's Funeral, our response to the potential asbestos issue in the girls bathroom downstairs, which revealed a mold issue that has now been taken care of – we increased the ventilation by adding fans and were able to decrease the number of dehumidifiers, thereby decreasing the electricity use. The open house for the parish at Suzy Sharp's home and the baby shower for Robert and Melinda were also done well. What could we have done better? – there were no responses
 - Meetings and Ministry: August 2022

- Deanery Clericus Meeting – September 7
- Pastor Dan- Bethlehem Lutheran – August 31
- Creation Season Planning and bi-weekly meditation
- Diocesan Webinar on White Nationalism in Massachusetts – August 16
- Reading Group Organizing Committee – September 8
- Staff Review: Greg Nikolla – August 23
- Practicing Our Faith Formation Group –August 18 & September 1
- HTC Reading Group Discussion – August 24
- Preparation of Rector’s Responses for Jean Frost and Lorraine Brumskine
- **Pastoral Visits: 7 Private Holy Communion: 3**

NEW BUSINESS:

- Employment Agreement & Sexton Responsibilities for Greg Nikolla– copies were sent via email, there were no questions. A motion was made to approve, it was seconded and carried.
- A proposal was made to reinstate a rotation for closing the building after services or meetings that take place during the week. Prior to Fr. Richard’s arrival the counters were responsible for making sure the building was closed and locked. Susan found the checklist that had been created. That list has been updated. The counter in the first column of the Ministry Scheduler will be the responsible person on Sunday, if that person cannot stay, he/she will need to designate a fill-in. Attendees of any gatherings that are held at HTC will need to designate who will close and lock the building afterwards.
- Planning: discussion with Canon Simpson after the service on September 18th – it will be a check-in after his sabbatical, and with us in transition. “Where does our parish fit in with other parishes that are in transition?” We can ask “What is involved in the process?” We should tell him what our goals for 2022 are (from Vestry Retreat) Coming back to life after COVID, reworking of Family Worship, a lot of positive things to say about where we are now. We are still in emergent mode; our goals are indicative of that. Mother Judith will send the goals to Rich Simpson prior to his visit on Sunday Sept. 18th.
- Planning: Gardening Committee Lynn Garland called together a gardening committee. Bart Krug will consult with them as needed. Garden within the ramp needs some loving care and attention. Susan will remove Green Thumb Ministry from website – it is an old name from years ago.
- Planning: 2022 Stewardship Campaign & Ingathering Nancy Waugh is looking for volunteers to give a Stewardship talk during the service on Sundays in Oct. Jean Frost, John Grant and Lana Pieczynski have volunteered. There was a brief discussion about possibly having Vestry members present their pledge cards at a particular time, yet to be determined. There are letters that will go out mid-October. The ingathering of pledge cards will happen on all Saints Sunday (November 6) with breakfast to follow the service.
- Planning: International Dinner: November 12 or 13 There is a plan but since Lorraine is not present discussion will be postponed until later.

MINISTRY REPORTS

- Communications – Susan Howland reported there were a lot of communications this month. Susan is responding to issues as they arise. Her work on the website deals with the design of the website; she receives the information to be posted and decides where to place it.
- Building Committee – Tamsin Lucey submitted a written report to the Vestry prior to the meeting. Susan Howland ordered 2900 gallons of fuel, negotiated to \$4.10/gal. (from \$4.50) If price drops we may buy more. There was an invoice received for 1 boiler cleaning. There are repairs associated with the big boiler so that one may not have cleaned yet.
- Cooking for Life – Tamsin Lucey: a written report was submitted
- Family Worship/Faith Formation – In Eileen DeMings' absence Mother Judith Lee described the 3 Prong approach – there is a steady group for book group and Practicing our Faith, Bible Study with Bethlehem Lutheran has begun, and the children's programs will begin in October – 3 age groups as reported earlier
- Daughters of the King - Robin Yates reported that the barrels packed with clothes and personal hygiene products from Hartford will be picked up to get shipped on 9/16. The Re-dedication of the Daughters of the King will occur during the service on November 6.
- Stewardship – Lynn Garland, Nancy Waugh
- Praying Hands Ministry – Susan Howland reported that Mother Judith delivered a Prayer Shawl to Roy Baum, Susan received a lovely thank you note from family. There was discussion about putting an announcement in the bulletin about the availability of Prayer Shawls as well as vocal announcements twice a month.
- Lynn has noted that collection of food for John Paul Food Pantry has fallen off. Bill Nelson was the person who took the collected food to the food pantry. The food can be dropped off by anyone. Have donated food placed in front of the altar – as a reminder. Will do this Sunday. Loose Plate money goes to Food Share (out of Catholic Charities) on the second Sunday of each month.
- How do we handle Thank You notes for memorial gifts – A thank you from the parish is sent out by Chris McTigue, the PAA. For Memorial Gifts Nancy will provide names to the family so they can thank the donors; Nancy will coordinate with Chris McTigue
- Joe DiSalvatore's clarinet ensemble (Blue Shades Clarinets) would like to give a concert on December 11th at 2 pm at Holy Trinity with a Free will offering. A motion was made to allow the concert to take place, it was seconded and carried.
- Chris McTigue needs guidance about the bulletin boards – what goes where. Susan will work with Chris.
- Prayers for Lorraine and her son Lorenzo

CLOSING PRAYER by Lana Pieczynski

Meeting adjourned at 8:50 pm