

MINUTES - HOLY TRINITY VESTRY MEETING

February 12, 2025

See, I am doing a new thing! Now it springs up; do you not perceive it?
I am making a way in the wilderness and streams in the wasteland. [Isaiah 43:19]

Present: John Grant, Lynn Garland, Dave Monroe, Nancy Waugh, Pastor Dan, Cat Reith-Lowery, Susan Howland, Jean Frost; on Zoom – Ryan Bousquet and Robin Yates
Regrets: Eileen DeMings

HOLY EUCHARIST OPENING BUSINESS

- Acceptance of minutes: January 8, 2025 - **A motion was made to accept the minutes from January, it was seconded, and carried.**
- Treasurer's report: – A discrepancy was noticed between one piece of information in the summary and the statement of financial position that was sent out. Nancy realized she had corrected where two invoices had been entered and forgot to send out the updated statement. (Which she did the following day.) **A motion was made to accept the Treasurer's report, it was seconded, and carried.**
 - We need to select 3 people for the audit committee - John Grant is willing, Susan feels Josh would be a good person, Ryan is willing. Nancy leads the committee as the treasurer. Pending a response from Josh the committee will be set.
 - There has been an anonymous donation to cover the cost of replacing the carpet in the Dirlam room with tiling and replacing the carpeting in the stairs from the foyer to the ministry wing hallway. Lynn contacted Brian Iozzo, since she is familiar with him and his work. Lynn and Susan met Brian at the church so he could view the classroom and stairway. The tiles were chosen with advice from Brian and the stairs will be carpeted with an industrial strength carpet. **A motion was made to accept the donation, it was seconded, and carried.** Dave mentioned that Food Share plans to move into the new rooms slowly. Brian said that covering the asbestos tiles with the new flooring would be the best solution to dealing with those tiles in the bathrooms in the ministry wing, when the time comes.
- Pastoral Care Check-in
- What have we done well? Getting the word out about cancelling the service last Sunday. Welcoming Rosilda's kitchen, info was posted by people other than Holy Trinity members. The staff and people who came to eat felt very welcomed and supported. The snow clearing team (Jean, Dave and Anne Monroe) that cleared snow last Sunday went well. The baptism of Matthew was wonderful.
- What could we have done better? The corner for the kids/Family Worship needs to be kept respected as space for them, and should not become a landing place for items that don't belong to Family Worship. Perhaps a decommissioning of the old space downstairs and a blessing of the new space would be a good sign that that space is sacred.

PRIEST'S REPORT

- Reminder for Ash Wednesday: Ashes to go at Bethlehem(?) will take place between 7:30-9 am., and between 4 – 6 pm. There will be a noon service at HTEC, and a 7 pm service Bethlehem.
- Confirming plans for Holy Week – shared service on Palm Sunday at HTEC 10 am, Maundy Thursday at Holy Trinity 7 pm, Good Friday Bethlehem at 7 pm, Easter Vigil Saturday 7 pm at Bethlehem, Easter Sunday regular times at each church. Old Sturbridge Village Sunrise service at 6 am
- Plan for Lenten Faith Formation – The Chosen would like to have 4 consecutive Wednesdays during Lent

- Can we change the day of Vestry meeting in March? – maybe not, Wednesday evening are the only evening of the week when Cat is available. Perhaps changing the day of viewing The Chosen would be a better option. This will be discussed with the participants of the group.
- Update on Confirmation Class – All 10 confirmands were present at the last meeting for the very first time! Eight are planning to go on the retreat in March. There will be another chaperone, from Bethlehem, making a total of 4 adults. Pastor Dan would be happy to have another, if anyone from Holy Trinity would like to come. The retreat will be held March 7-9, at Campo Calumet, in New Hampshire. Pastor Dan has left the travel arrangements up to the families, but with four adult chaperones, maybe there can be some ride sharing. There will be 8 from Bethlehem/Holy Trinity and 3 from Emmanuel in Manchester, CT. The cost is \$110/person. There will be another letter going out to the Confirmands and information about financial resources available will be included.

FOLLOW-UP TO PREVIOUS BUSINESS

- Update on AA meetings – they are going well, would like to meet in the parish hall for all 7 days, they have a lot of things to set up, and carrying things up and down stairs and outside becomes more of a chore. Also, the exterior lock in the undercroft door is loose. The key unlocks the door without a problem, but there is some concern about using it. They are willing to meet at a different time on Saturday and Sunday – 2-4 on Sunday. Lynn will find out if they would like to keep Saturday at the same times as Monday thru Friday, or the same as the Sunday time. If there is something we have going on in the parish hall on a particular date they are willing to move into the undercroft.
- Update on Rosilda's Kitchen – already discussed. We bought a stair climbing cart for moving food down the stairs to the undercroft. We will be reimbursed for that and the cords to secure the items being carried on the cart.
- Update on plans for children's area – The sacred space for the children/Family Worship is the corner area of the parish to the right as you enter, from the doorway to the wall and about 1/3 of the length of the wall to the office. Initially there was some concern about the boxes for the Vestry being in the way but after some more consideration it was decided that leaving the Vestry mailboxes where they are is OK for now.
- Update on church cleanup – The large amount of trash from clearing out a couple of downstairs rooms was hauled away yesterday.
- Staff reviews have been completed – JF needs to type up the Sexton one and get it to Susan who will file them all in the appropriate place.
- Safe Church certificate update - Susan working on it.

NEW BUSINESS

- Issues with Counter Sheet Process - John Grant handed out a write up of issues he found and provided each person with a copy. He asked all the counters to please carefully follow the instructions that are in the office.
- Parochial Report - Susan Howland has started a spreadsheet for collecting the information that is needed to complete the report. Nancy, as the treasurer, does financial piece, Susan will work with Pastor Dan on the demographic stuff. It was explained why the Ushers need have accurate numbers of people in the pews and not just an estimate. Now the Diocese asks for the number people viewing online.
- Plans for snow clearing – Jean met with Josh Gingras, of JG Lawncare, they walked around the building looking at what needed to be cleared. Josh would charge \$90 to clear the snow for each storm if there was less than 12" on the ground and \$135 if there was 12 or more inches. The Vestry agreed to engage JG Lawncare to do snow clearing for this season. Invoices will be generated at the end of the month.
- The door in foyer at top of stairs is locked all the time and door from ministry wing hallway to the undercroft is locked when Food Share is not present. Keys are accessible for those that need to get through the locked doors.
- Cat asked if her girl scout troop could use the undercroft kitchen to decorate cupcakes on Tuesday Feb 25th for a dance on Feb 26th. She does not think they will be baking any cupcakes, but she will double check with her troop. There are ServeSafe certificate holders in her troop. The Vestry had no objections.

MINISTRY REPORTS (as appropriate)

- Communications: Susan Howland, Cat Reith-Lowry, John Grant – no report
- Building Committee: Jean Frost – A written report sent out, and there was some discussion about the retaining wall project and new piping of small boiler. Lynn and Jean will be setting up a time to speak with the neighbors about the project and the possibility of the contractor having permission to use their parking area and to have access to their side lawn for installing the Mechanically Stabilized Earth retaining wall. There are funds available for having this work done, and the monthly rental money goes into the building fund so there will be more available as time goes on. There are quite a few projects that need attention.
- Endowment Committee: Susan Howland – no report
- Landscaping Committee: Lynn Garland, Dave Monroe. No report
- Family Worship/Faith Formation: Eileen DeMings Family Worship activities are on hiatus for the moment, The third Sunday of the month Faith Formation discussion about the Big Way of Love will take place this Sunday, February 16th in the parish hall at 10 am. There will be a Shrove Tuesday Pancake supper. Cat indicated that any scouts from Holy Trinity (or Bethlehem?) can get service hours for volunteering to help. There may be more people from the community coming to this dinner due to the other ministries that take place in our building now. Set-up will begin about 3 pm, Cat will arrive closer to 3:30 pm to set up. Serving of the meal will happen between 5 and 7pm, or until the food runs out. Cat will send out a mailchimp to ask for donations of ingredients.
- Youth Program: Dave Monroe and Ryan Bousquet – no report
- Daughters of the King: Robin Yates The DOK will move their monthly meeting to undercroft so that the AA group can use the parish hall every Tuesday.
- Stewardship: Nancy Waugh, Lynn Garland – no report
- Hospitality: Lynn Garland - no report

CLOSING PRAYER – Cat Reith-Lowery

ADJOURN 9:22 pm (unless someone has a more accurate time)