

**Holy Trinity Episcopal Church
Vestry Retreat Minutes
March 11, 2026**

Present: Lynn Garland, Susan Howland, Dave Monroe, Robin Yates, Nancy Waugh, Pastor Dan Purtell, Eileen DeMings, Josh Spooner Cat Reith-Lowery, Ryan Bousquet, Mary Bridget Burns

Pastor Dan opened the meeting with the celebration of the Holy Eucharist at 5:10 pm

Opening Business

A **motion** was made to accept the minutes. It was seconded and carried.

A **motion** was made to accept the treasurer's report. It was seconded and carried.

The Parochial Report was received and approved by email on February 26,2026

The Communication Agreement was presented to the Vestry. After some discussion it was decided that we would add the word Parish to the document, since this is a guideline for all parish members. A motion was made to accept the "Parish Communication Agreement". It was seconded and carried. It will be sent to all vestry members and included in the April Tidings and posted. .

As part of our retreat we The Vestry decided to look at our current operational structure. Since we have a smaller parish now, we wanted to look at how we can be more efficient in our ministries. Therefore, we took a look at each of the committees to determine how we could best consolidate the committees.

Current Ministries/committees

Altar Guild: Nancy Waugh, Trisha O'Brien-Briere, Anne Monroe(training), Traci Stuart(training), Mick & Barbara Kalber

Eucharistic Ministers: Josh Spooner, Joe DiSalvatore, Jean Frost, Tamsin Lucey, Teddy DeMings(in training). Six EM would be good.

Ushers/Greeters: Nancy Waugh, Trisha O'Brien-Briere, Lynn Garland, Robin Yates

Readers: Josh Spooner, Tamsin Lucey, Jean Frost, Eileen DeMings, Teddy DeMings, Lynn Garland, Samuel Pieczynski, Jones Lowery

Tech Support: Lynn Garland, Susan Howland & Cat-Reith Lowery(backup)

- Matthew Mahon has agreed to help when needed

Hospitality: Trisha O'Brien -Briere & Joe DiSalvatore, Robin Yates & Nancy Waugh, Lynn Garland & Mary Bridget Burns, Traci Sturat & Lana Pieczynski, David & Anne Monroe

- A meeting will be held on March 19th at 7:00, via zoom with BLC and HTC regarding shared services

Buildings/Grounds: Garden: Dave Monroe, Lynn Garland

● **Lawn Mowing:** Dave Monroe, Josh Spooner

● Cat Reith-Lowery mentioned that the girl scouts would be interested in helping

Mission: Robin Yates, Rose Reith, Suzy Sharp, Anne Bouvier Monroe, Tamsin Lucey

Communications: Susan Howland, Tamsin Lucey, Cat-Reith Lowery

- Funeral Procedures will be looked at a future time

Collaboration Team: Dave Monroe, Trisha-O'Brien Briere, Joe DiSalvatore

Building Committee: Tamsin Lucey, Dave Monroe, Matt Mahon, Lynn Garland, Jean Frost- Chair

Stewardship/Finance Committee: A **motion** was made to merge the finance, stewardship and endowment committees into one committee. The Stewardship/Finance Committee. It was seconded and carried. Committee members: Nancy Waugh, Susan Howland, Lana Pieczynski, Josh Spooner, Robin Yates, Lynn Garland; member ex officio, Pastor Dan Purtell; ex officio

Faith Formation: Eileen DeMings, Cat Reith-Lowery, Robin Yates

● There was a lengthy discussion about children's faith formation with no clear way forward at this time. The next step is for Pastor Dan to schedule a meeting and invite all parents and grandparents to explore what the current needs are in this area.

A Retreat with HTC and BLC leadership will be held at Camp Woodstock, Woodstock, Ct. April 18, 2026

Next Vesty Meeting Date: April 15, 2026

Closing prayer: Rev. Dan Purtell

Closing Prayer: Cat-Reith Lowery at 9:00 pm.

Respectfully Submitted,
Robin Yates, Clerk