

Trinity Episcopal Church

Vestry Minutes
September 20, 2021
ZOOM MEETING
6:00 PM

Members in attendance: Rev. Georgia DuBose, Linda Guest, Pat McMillan, Greg Janes, Phil Steptoe, Marjorie Christie, Mary Ann Rogers, Peggy Whetzel, Ann Hill, David Gum, Peter Brewster, and Colleen Tucker.

Absent: Leslie Jones and Scott Budka

Guest: Cathy Ruley

Phil Steptoe, Senior Warden called the meeting to order and thanked everyone for being able to attend. Phil Steptoe led the devotions.

- I. Senior Warden's Report: Phil Steptoe started his report with a Covid-19 update. Berkeley County is in the Red Zone and Trinity will remain closed with virtual services. Rev. Georgia will be joining Trinity as our new Interim Rector starting October 1, 2021. Rev. Georgia first service will be Oct 3rd with an outside Blessings of the Animals at 10:30 am. Trinity's investments are good, however Phil had trouble logging on to the portal. Trinity will have the official quarterly reports mailed in a few weeks.

Attached is the Letter of Agreement for Rev. Georgia DuBose as Interim Rector. This will be a part-time position; therefore, the second Sunday of the month will be Morning Prayer. The Rector will have office days of Tuesday and Wednesday. Marjorie Christie's questions were answered. A motion to approve the LOA was placed by Greg Janes and Mary Ann Rogers seconded the motion. The motion was approved by the Vestry unanimously.

Norborne Daycare has been closed due to two separate Covid cases within a month. They will return on September 27th, 2021

The Annual meeting will be moved to January 2022, this is to give extra time for our Interim Rector, Financial Dept., and search committee to work on necessary information.

Phil advised the Vestry that it is that time of year to start asking members if they would like to serve on the Vestry. We have several members coming off Vestry. They have served their consecutive terms and cannot reup their positions at this time. The members coming off are Peter Brewster, Marjorie Christie, Ann Hill, Leslie Jones, Mary Ann Rogers, and Peggy Whetzel.

Also, Trinity has been advised that Scott Budka will not be returning next year as Treasurer. We will need to fill that position.

Finally, Phil advised the Vestry of the WV Diocesan Afghan Refugee Program, Phil will update at our next meeting.

- II. Search Committee: No updates at this time. Per Phil Steptoe, we should cancel the ad in the Episcopal News Service, it will drop off and at the renewal date. Pat McMillan stated that she was aware of a Rector that was interested in Trinity.
- III. Minutes: The Vestry meeting minutes for July 2021, were presented to the Vestry for approval. A motion to accept the minutes as amended was made by Greg Janes. The motion was

seconded by David Gum subject to changes. The Vestry minutes were approved as amended by all members of the Vestry with the exception of Colleen Tucker voting nay.

- IV. Treasurer's Report: Lisa Miller presented and explained the financial reports for July/August 2021. The Operating revenues were up at \$47,184.00 and expenses were \$32,602.2. Questions answered by Lisa Miller. Lisa Miller advised the Vestry that utilities expenses have been extremely high, due to Norborne Daycare Center's use of the water/electric. Investigations have been made and solutions will be implemented in the near future. Greg Janes motioned to accept the financials for July/August 2021 subject to audit Colleen Tucker seconded the motion. The motions were accepted unanimously by the Vestry.
- V. Junior Warden's Report: Greg Janes advised the Vestry that the Chapel's stained-glass windows need drywall repairs only. The parking lot right-of-way project is continuing to be handled by the Trustees. The renovation planning of the lower level is on hold pending information from Berkeley County school's advisory board. The upper level, which includes the offices, the library, and the exterior doors are in the process of being completed within the month. These repairs will refresh the church. Greg will get updated estimates for the lower-level project and John Miller will be asked to advise on color and design. Questions were answered.
- VI. Old Business:
Lisa Miller advised the vestry that we need a weekend sexton to clean, repair, and be a presence for the church on weekends. This position has not been filled since Lay Huor retired almost a decade ago. We need a person that will do minor repairs, deep cleaning, janitorial, and custodian work, along with opening and closing of our building on weekends. We have budgeted for the sexton. Trinity has advertised in the e-tempo.
- VII. Stewardship and Evangelism Committee: Phil will ask Brad Cole to join us for the next Vestry meeting to update on stewardship.
- VIII. Closing: Rev. Georgia DuBose ended the meeting with prayers. Phil Steptoe motioned to adjourn the Vestry meeting and seconded by Greg Janes. Rev. Georgia thanked the Vestry's willingness to attend the meeting and for their commitment to Trinity and she gave her blessings.
- IX. The next meeting will be held on Monday, October 18th starting at 6:00 pm.
- X. Respectfully submitted by Lisa Sorrentino-Miller, Clerk of the Vestry on September 21, 2021