

GRACE EPISCOPAL CHURCH

Windsor, Connecticut

December 20, 2018

Call to Order

Attendance

Present: Fr. Chip, Deacon Denise, Ian Rickard, Fred McLeod, Deb Hutchinson, Connie Hegarty, Marcia Hinckley, Chuck Drake, Karen Tiemann, Scott Sanislo, Ken Roach and JoAnne McLeod..

Absent: Larry Young, Max Kuziak, Allison Kelly, Jan Lawlor and Jane Cimbak.

1. **Opening Prayers**

The December 20, 2018 Vestry Meeting was called to order at 7:00 p.m. by The Reverend Harry (Chip) Elliott with Devotions and Opening Prayers.

2. **Additions/Deletions to Agenda**

There were no additions or deletions made to the agenda.

3. **Approval of Minutes**

A motion was made, seconded and carried to accept the minutes, as written, from the November 13, 2018 Vestry meeting.

4. **Wardens' Reports**

Senior Warden Ian Rickard did not have a formal report. However, he noted that recent reports stated that homelessness in the United States has increased by 18% this year. He remarked that we are doing important work at Grace Church.

Junior Warden Fred McLeod stated that he would report later in the meeting.

5. **Committee Reports as Needed**

a. Buildings and Grounds

Fred McLeod discussed the condition of the front door of the Tuttle House and he distributed a photo of the damage to the door. While the door can be locked, cold air infiltration is occurring around the damaged area. He has contacted Tull Brothers; they recommended a u-shaped sleeve that will provide a mounting point for the handle and door set. The quote includes a barrel lock, 3 keys and would match our master lock. A discussion took place regarding ways to cut costs and whether a barrel lock is needed. Marcia Hinckley and Chuck Drake suggested another vendor who they agreed to contact. Fred made a motion to repair the Tuttle House door for a price not to exceed \$1300. Following a brief discussion, the motion carried unanimously.

b. Stewardship

Connie Hegarty reported that 70 of the 78 distributed pledge cards for the 2018 Campaign have been returned for a total pledged amount of \$186,418. From that pledged amount, the final expected total for 2018 will be \$181,962 with \$3,123 received from non-pledgers. Not all pledged amounts were fulfilled

A total of 89 pledge cards have been distributed for the 2019 Campaign and 71 of those cards have been returned. The final total pledged amount is \$187,682. Celebration Sunday will take place on January 20, 2019 which coincides with the date of the Annual Meeting. Statements will be emailed or mailed in January 2019. Personalized letters will be mailed to each person who pledged for 2019. Father Chip and the vestry thanked Connie for her dedication and hard work.

c. Nominating

Connie Hegarty reported on the vestry nominations for 2019. They nominees are as follows:

- Sr. and Jr. Wardens Ian Rickard and Fred McLeod
- Chair of Building and Grounds Chuck Drake
- Treasurer Larry Young
- Clerk JoAnne McLeod
- Assistant Clerk Position eliminated, volunteers asked
- Vestry for 3-yr terms Ken Roach
Carol Blais
Andrew Hutchinson
- Convention Delegate Connie Hegarty
- Assistant Delegate Ian Rickard
- Youth Representative Gabby Hutchinson

6. **Financial Reports**

a. 2019 Budget

Father Chip distributed and explained the 2019 budget prepared by Larry Young. The budget is based on total parishioner support of \$188,325 which is down by \$7500 from last year. Total operating revenues for 2019 are estimated at \$222,797 with is down almost \$4000 from last year. Because of cuts in personnel expenses, the pay-off of the Diocesan loan and other line items, the 2019 operating expenses will be \$210,233 which is about \$27,000 less than 2018. As a result, the General Fund will have a surplus of \$12,564. The Finance Committee would like any surplus to go back into the Tuttle Fund to replace money used to repair the Tuttle House. A lengthy discussion took place regarding the budget. Father Chip made a motion to approve the 2019 budget. The motion was seconded. Following further discussion, the motion passed unanimously.

7. **Old Business**

a. Tuttle House

Max Kuziak reported on the status of the current renter at the Tuttle House. The renter is responsible for snow shoveling and clean-up following a storm; he has a back-up person who is available to help. Max is working to find an additional tenant for the house.

b. Form New Committees

No action is required at this time.

c. Diversity Training

Father Chip stated that Marcia Hinckley and Max Kuziak are working on the training. He feels that we will have an overwhelming response to the training because of the Diocesan emphasis in this area. Marcia and Max will report at the January meeting.

d. Food Pantry

Father Chip reported that the Food Pantry is scheduled to open January 9th. The signage is in and fliers are being distributed. The mini food pantry has been taken down and will be placed by the back door of the LPH; it will become a mini clothing pantry. Signage for the new pantry will be

placed on the remaining post. Deacon Denise, Carol Blais and Father Chip attended an orientation at Food Share; Father Chip and Carol also attended a training class. Father Chip reported on a government program, TEFAP, which subsidizes farmers by purchasing their products and then donating them. We have been approved by TEFAP and all our food from them will be free. This program is tied to Food Share; the only food we will pay for is what we purchase from Food Share. The TEFAP food is available in a special room at Food Share; a changing variety of products will be offered. The ECW has generously donated their freezer to the Food Pantry. It will be moved into the pantry and stocked with frozen foods. Father Chip noted that 11 to 15 volunteers have signed up to work at the Food Pantry. Training will take place. WIN-TV and the Windsor Journal have been approached to advertise the Food Pantry. A member of the vestry has donated 10 aprons for volunteers to wear. Father Chip stated that a logo is needed for the Food Pantry. A Logo Contest will take place; entries will be accepted until January 1st. A committee consisting of Ian Rickard, Fred McLeod, Deacon Denise and Carol Blais will select the winning logo. The winner will receive 2lbs. of their choice of delicious Chip's Chocolates. Deacon Denise stated that she will contact The Hartford Courant and WJMJ radio about advertising the Food Pantry.

e. Parish Retreat Follow-up

The next Parish Retreat will take place on January 26, 2019.

f. Organ

Father Chip reported that the organ has been fixed and it sounds great. A bill has yet to be submitted; Father Chip estimates it will cost \$500 – 700.

8. **New Business**

a. Annual Meeting

The Annual Meeting will take place following the service on January 20, 2019.

9. **Questions and/or Comments**

No questions or comments were made.

10. **Closing Devotions and Adjournment**

With no further business before the vestry, Father Chip made a motion to adjourn the meeting at 8:15 p.m. The motion was seconded and carried, and Father Chip led the vestry saying the closing prayer and devotions.

JoAnne McLeod, Clerk