

# GRACE EPISCOPAL CHURCH

WINDSOR, CONNECTICUT

## VESTRY MINUTES

May 16, 2017

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### Call to Order

#### Attendance

**Present:** Fr. Chip, Larry Young, Max Kuziak, Denise Adessa, Deb McGuigan, Connie Hegarty, Scott Sanislo, Ian Rickard, Allison Kelly, Chuck Drake, Fred McLeod, Deb Hutchinson and JoAnne McLeod.

**Absent:** Ken Roach, Marcia Hinckley, Jan Lawlor, and Jane Cimbak.

#### 1. Opening Prayers

The May 16, 2017 Vestry Meeting was called to order at 7:00 p.m. by The Reverend Harry (Chip) Elliott with an Opening Prayer.

#### 2. Additions/Deletions to Agenda

There were no additions or deletions to the May agenda.

#### 3. Approval of Minutes

A motion was made to approve the minutes of the May, 2017 meeting. There was no discussion and the motion passed unanimously.

#### 4. Wardens' Report

Junior Warden Deb McGuigan reported on the progress of several Church committees. Following the successful spring rummage sale, the ECW does not have any event plans until the fall. Outreach is continuing its valuable ministry. The Church is preparing for the Shad Derby festivities. Members of the Church will march with our banner and the Grace Church Shad. The Church will also have a presence on the Green with a booth; volunteers are needed to man the booth and to apply temporary tattoos to children.

Senior Warden Ian Rickard reported that there is an effort by the First Church of Windsor and the Islamic Center of Windsor to house an Islamic refugee family in Windsor. The groups are looking to other faith based groups in Windsor to assist in two ways: 1). Community Integration-to determine what the family will need to stock a house and to live in the community; 2). Housing-potential housing needs to be located for the family. Ian stated that he will make an announcement during Sunday's service to mention the project and to see if any real estate connections can be made. Ian also reported that Cool Kids Clothes is being dissolved and a half price sale is currently taking place in order to sell off the inventory. Any money left in the checking account will go toward a scholarship to a camp. A suggestion was made that the

scholarship be for a camp that services people with visual handicaps. Ian agreed to look into that option.

**5. Committee Reports as Needed**

a. Building and Grounds

Fred McLeod reported that the contract for the nave ceiling restoration has been signed. The project will cost \$3500. Fred thanked Chuck Drake and his brother for taking care of the staging needed to complete the work. The artisan will begin the project on June 5<sup>th</sup> and, pending any problems, should be done in 5 days. A vendor has also been contracted to mulch all of the gardens around the Church. The work should be done on May 17<sup>th</sup>.

b. Long Range Planning/Strategic Planning Committee

The committee will be meeting on May 23<sup>rd</sup>.

**6. Financial Reports**

Treasurer Larry Young handed out the Transaction Summary and Cash Balance Allocation by Fund Report through April, 2017. He stated that the office remodeling project impacted the fund balances of the General and Building Funds. A discussion took place regarding several line items in the report. The vestry thanked Larry for his continued meticulous attention to the Church's finances.

**7. Old Business**

a. Melissa Rickard

Father Chip report that Melissa is working as our receptionist and is currently on a training internship with Easter Seals. The internship was scheduled to end on May 16<sup>th</sup>. However, not all of the areas in Melissa's job description were covered by the internship. As a result, the internship was extended another 30 hours. After the Easter Seals internship ends, Melissa will be an intern paid by the Board of Education for the Blind. Father Chip stated that Melissa is doing a wonderful job learning her new skills. A concern was raised regarding security in the office when Melissa is working alone. Father Chip stated that the same previous security measures are in place and that either Father Chip or our sexton Joe will be available when Melissa is working.

b. Sanctuary Ceiling

This topic was covered in the minutes under 5. Committee Reports as Needed, a. Building and Grounds.

c. June 17/18, Food for the Poor

Father Chip reported that the group Food for the Poor will be at Church. Their minister will handle the service that Sunday and the coffee hour. Father Chip and Deacon Denise will both be absent that Sunday.

d. Solar Panel Update: Chuck Drake

Chuck reported that he has contacted a solar panel company affiliated with the Diocese. He

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has submitted four months of the Church's electric bills. The company sent a preliminary drawing of the Great Hall roof covered with solar panels. A preliminary plan will be presented by a company representative to the Church so that a discussion can take place. The condition of the Great Hall roof will also need to be evaluated. Chuck stressed that we are under no financial obligation to the solar panel company while we research this option.

## **8. New Business**

### **a. HUD/Tuttle House**

Father Chip stated that because the lease for the Tuttle House was extended to a one year lease, it was necessary for HUD to inspect the property. Ten items were found that needed to be repaired. Father Chip reported that the repairs have been taken care of.

### **b. Summer Meetings**

Father Chip suggested that the vestry meetings for July and August be suspended. A discussion took place. A motion was made to suspend the vestry meetings for July and August and it passed unanimously.

### **c. Our sexton, Joe**

A motion was made and seconded to go into Executive Session. The motion passed unanimously. Following a report to the vestry by Father Chip, a motion was made to come out of Executive Session. The motion was seconded and it passed unanimously.

### **d. Pentecost**

Father Chip announced that volunteers are needed to blow up balloons with a helium tank for Pentecost which falls on June 4<sup>th</sup>. An announcement asking for volunteers will be made during Sunday services, by email and in the Chronicle.

## **9. Questions and/or Comments**

- Deacon Denise announced that the concert against human trafficking will take place on Sunday, June 21<sup>st</sup>. The Tapestry Singers will be performing. She asked for baked goods for a reception after the concert. Denise will be leading a program called Women and the Bible Studies. It will take place on Wednesday evenings from 6 – 7 pm beginning on May 24<sup>th</sup>. There will be five sessions.
- Father Chip announced that we have currently raised \$2270 from parishioners for the ceiling renovation. Deb Hutchinson generously agreed to bring the amount to \$2500 by Friday, May 19<sup>th</sup>. Another generous matching donation had previously been announced.
- Much to our dismay and sadness, Deb McGuigan announced that she and her family will be relocating to Florida in the near future. Her loss will be felt by all of us in the Grace Church family.

*Closing and Adjournment*

With no further business before the Vestry, Father Chip made a motion to adjourn the meeting at 8:10 p.m. The motion was seconded and carried. Father Chip led the vestry saying the closing prayer.

JoAnne McLeod, Clerk

Attachments: Financial Reports, Chrysalis Center report