

GRACE EPISCOPAL CHURCH

Windsor, Connecticut

January 11, 2022

Call to Order

Attendance

Because the vestry meeting was held via Zoom and recorded for future viewing, Father Chip stated that formal attendance did not have to be taken.

1. Opening Prayers

The January 11, 2022 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 the Agenda

Father Chip introduced two guests to the vestry, Jenny Hawran and Connie Hegarty.

Jenny spoke to the vestry on behalf of the Archives Committee. She stated that the seed for the committee started when materials were being gathered for the 150th anniversary of Grace Church. Records and other historical items are not stored in a safe place. The committee's purpose is to assess what the Church has and determine how to preserve it. The committee has met a couple of times and did a broad assessment of what the Church has. The Altar Guild has a cataloged list of their items. Grace Broad Brook materials have been identified. A question raised by the committee is whether the historic materials should be housed at Grace Church or donated to some organization that can preserve them. The Diocese will not take the items and has encouraged Grace to house them at the Church. One of the first things to be done is to preserve the items in archival boxes. Historic records need to be transcribed. A connection will be made with the Strategic Planning Committee and Building and Grounds to focus on finding an appropriate space for the materials. Carol Devine stated that she has more information regarding the historic records and items from Grace Broad Brook. Father Chip thanked Jenny and the committee for their work.

Connie reported on Stewardship by giving the vestry the highlights of her report for the Annual Meeting. She stated that a goal of the campaign was to reach \$200,000. That goal was surpassed, and the total pledge is now \$200,065. We currently have 79 pledges; there were 88 pledges last year. Connie thanked everyone, especially Miriam Rogers who has assisted Connie the last several years. John Carpenter will be assisting Connie for next year's stewardship drive. Father Chip thanked Connie and Miriam for their dedication to Grace.

3. Approval of Minutes

A motion was made, seconded, and carried to accept the minutes, as written, from the December 30, 2021 vestry meeting.

4. Financial Report

Treasurer Larry Young reviewed the Actual Fund Balance report. This report details the net worth of the Church in five different accounting sections. He stated that the Tuttle Unrestricted Fund, the Building Fund, and the Food Pantry account are holding steady. Because of negative operating revenue for the year, the Operating Account has gone from \$38,000 to \$29,000. Larry discussed the actual expenditures versus budgeted items. Larry reminded the vestry that the Payroll

Protection Plan money that the Church received is listed on the budget as a liability. Larry is waiting for a letter of forgiveness for the loan before he uses it in the budget; he has resubmitted an application letter for forgiveness. A cost-of-living increase of 3.65% will be given to our Parish Administrator and to our Sexton; Father Chip declined a cost-of-living increase. Larry stated that the Church needs to economize as revenue is declining. Father Chip thanked Larry for his report and his challenging work managing the church's finances.

5. Old Business

There was no old business to discuss at the meeting.

6. New Business

a. Grant Application Letter

Marcia Hinckley, speaking on behalf of the Strategic Planning Building and Grounds Committee, stated that the CT Trust is accepting pre-application letters for \$15,000 matching grants. This money would be used to help pay for the replacement of the back of the Tuttle House roof. The cost of the roof would be \$60,000 - \$65,000 so additional money would have to be raised. The pre-application letter requests permission to apply for the grant. The grant is a one-to-one match, and the Church would be required to spend \$15,000 as well. The pre-application letter deadline is January 31st. Marcia made a motion to submit an application for a letter of intent to apply for the Matching Grant for Maintenance and Repair. After a brief discussion, the motion was voted on and it passed unanimously. Father Chip thanked Marcia for her continued hard work.

7. Questions and/or Comments

- A question was asked regarding the zoom account number for services.
- Father Chip discussed the closing of Church on Sunday.

With no further business before the vestry, Father Chip made a motion to adjourn the meeting at 7:50 p.m. The motion was seconded and carried, and Father Chip led the vestry saying the closing prayer.

JoAnne McLeod, Clerk