

Vestry Meeting Minutes  
The Seventeenth Sunday after Trinity  
September 18, 2016

Present: Phil Kilgore, Bill Hill, Julia Gambill, Russ Millett; the Rev. Adam Rick, Rector; Melinda Kilgore, Treasurer; Anna Robinson, Clerk  
Absent: Marsha Marshall, Pai Ringenberg

A regular vestry meeting of Holy Trinity Anglican Parish was held on Sunday, September 18, 2016.

Rector opened meeting with a brief devotion on Psalm 46 and concluded with a prayer.

### **Minutes**

Anna Robinson distributed the August Vestry minutes. The Vestry received the notes after no corrections were made. Anna Robinson approved the minutes.

### **Treasurer's Report**

Treasurer Melinda Kilgore distributed and reviewed the financial reports for August 2016. She confirmed that the year will conclude similar to last year. She noted a few specific, additional expenses--the clergy retreat, the rector search, and travel and moving expenses.

### **Rector's Report**

Fr. Adam said that he and Katherine have continued to receive a warm response.

*Church Attendance and First Row Seating:* Sunday attendance has been high--this Sunday, as an example, 83 were counted. Though the pews are packed, the first rows remain empty. The Vestry agreed that the lack of kneelers in the first row was a large part of the problem. Fr. Adam suggested a few options: kneeling at the altar rail (not a popular option) or buying permanent or moveable kneelers. Based on his experience, Fr. Adam estimated that the cost would be around \$30/kneeler, with perhaps 10-15 kneelers needed. Another option would be a second service, though there is a concern that this would divide the congregation. If a second service was installed, the parish would have to somehow maintain the unity of the after-service lunchtime gathering. This issue will be considered further.

*Childcare:* The two names on-file may no longer be available. Fr. Adam and Julia Gambill hope to be in touch early this week about windows of time to interview potential candidates.

*Pastoral Role at College:* Fr. Adam is still navigating how to divide his time between the College and Holy Trinity. Currently, he devotes all-day on Wednesday to be visible in the Student Union. He has been meeting with students individually and in small groups, and has noticed a number of these students attending services on Sunday. There is "no normal week." The Vestry encouraged communication if Fr. Adam's College duties become heavy at times. Fr. Adam noted that he has already communicated with the College when his duties at Holy Trinity have been heavier and has met a positive, understanding response. Fr. Adam reported that there is Morning Prayer held by students at the College at 8:15 AM and Evening Prayer at 8:15 PM. Both are held in the College Chapel (Knorr Center).

*Conference Space:* The Vestry discussed turning Fr. Adam's office into a conference space, converting the current Vestry location into a children's space, and extending the fellowship area. Russ may have a table to donate and offered to measure it. Phil Kilgore noted that the choral

robes will need to be accessible to the choir, and the utilities will need to be inaccessible to the children. Bill Hill suggested a couch for the elderly.

*Adjustment to Parish Sign:* Fr. Adam spoke with Alpha Signs, the creator of the current Holy Trinity sign. He received three quotes: \$5,786 (new sign), \$1,000 (patch out Fr. Beauchamp's name), \$1,860 (aluminum print). Fr. Adam recommended the aluminum print sign for future flexibility. He noted that the sign contains the Rector's name, the service time, and the education time--all aspects which may change or already have changed. Vestry members suggested a detachable plaque for the service time. Fr. Adam also suggested that "BCP" be replaced with a more recognizable phrase such as "a Traditional Anglican Parish." Fr. Adam has a meeting with Alpha Signs on Monday, October 19. Vestry members voiced concerns about the appearance of the aluminum sign, describing it as one of three faces of the parish. Phil Kilgore moved to authorize Fr. Adam to proceed with the aluminum sign quote, and Julia Gambill seconded. Fr. Adam agreed to communicate with the Vestry about the sign and its wording.

*Katherine Rick's Role—Music Minister:* Fr. Adam distributed a proposed "Music Minister" position description. (Description is included with these notes). After discussion, the Vestry agreed to proceed with the description if three edits were made. First, if the term "values" was struck from the phrase "the mission, values, and theology of the Parish" and replaced with a less relative term such as "principles." Second, to edit #10 to say "administer" instead of "administrate." Third, to replace the term "vision" with another word, perhaps "objective." On these conditions, the Vestry approved the description and agreed to set-up an interview with Katherine before the next Vestry meeting. The Vestry also agreed that the previously-proposed payment of \$50/week was incongruent with the position. After review of the 2016 dividend (\$3145), it was suggested that pay be established at \$500/month for the remaining months of 2016. Phil Kilgore motioned to accept the position description with the proposed amendments, and establish pay at \$500/month. Russ Millett seconded. The motion passed. The Vestry agreed to re-review the payment for 2017 when the 2017 budget is proposed at the next Vestry meeting.

### **Junior Warden**

*Church workday:* Vestry members discussed a "church workday" to prepare the building exterior/interior and grounds for winter. Problems include holes around the building's perimeter, a vermin-infested stairway, the stairway light, etc. The Vestry agreed that Bill (groundskeeper) could be paid to take care of the sign's broken light, as well as the stairway light. Next steps were outlined as follows: Adam Rick will call Marsha; Russ Millett will help coordinate, and he'll look to Julia for what he cannot do. The needs are as follows: a list of repairs and tasks from Marsha and a date (as well as a rain date). The Vestry considered combining the workday with Holy Trinity's annual "Fall Party" at the Gambill's home as a good possibility.

The meeting adjourned. The next Vestry meeting will be on Sunday, October 16, 2016.

Respectfully submitted,

Anna Robinson  
Holy Trinity Parish Vestry Clerk  
Hillsdale, MI