

**TRINITY EPISCOPAL PARISH  
MINUTES OF THE VESTRY MEETING  
January 21, 2019**

***Our Mission:  
To love and serve God more faithfully, to know Christ more fully,  
To make Him better known to others through the power of the Holy Spirit***

The following is a recording of the business conducted during the scheduled Vestry meeting of January 21, 2019.

**Attendance**

Fr. Eddie Jones, Interim Rector	
John Richardson, Senior Warden	Larry Jones, Junior Warden
Martha Abstein	Bob May
Jean Aclin	Susan Romanelli
Margaret Alston	Mary Topping
Brenda Anderson	Ernie Wilder
Sandy Goode	

**Officers**

Larry Jones, Parish Treasurer  
Mary Lou Belmont, Vestry Clerk

**Absent**

Fr. Ken Herzog, Assistant Rector  
Evelyn Fisher

---

**Call to Order**

The meeting was called to order at 6:00 p.m. by John Richardson, Senior Warden, who then called on Fr. Eddie Jones to deliver the Devotion.

**Devotion**

Fr. Eddie began the *Devotion* with a prayer and then continued with a discussion about the temptation of Jesus in the desert by Satan as described in *Matthew 4:1-11*. The three temptations were:

1. Turn stone into bread
2. Jump from the highest point and let angels rescue Him, and
3. Bow to Satan and all the Kingdoms would be His

Fr. Eddie continued. While we don't have to worry about these temptations, we do have temptations, many times at our weakest moments. We need to remember that Jesus is with us at these moments and we will never be tempted more than we can withstand.

## **Minutes**

**Action Item:** *Approval of December 18, 2018 Minutes*

John continued the meeting with a request for any additions or corrections to the minutes of the December 18 Vestry meeting.

Discussion: John asked that the attachments be updated with the new versions of the Housing Allowance resolutions and Mary Lou identified two dates that needed to be changed.

Larry moved that the minutes be approved with the changes identified. The motion was seconded and passed by voice vote.

## **Financial Reports – Treasurer/Finance Committee**

**Action Item:** *Approval of December 2018 Financial Reports*

Speaking for the Finance Committee, Larry recommended approval of the following financial reports:

- December 2018 Profit & Loss (P&L)
- December 2018 YTD P&L
- December 2018 Statement of Financial Position (SFP)

John moved that the financial reports be approved as presented. The motion was seconded and passed by voice vote without discussion.

Larry distributed the *Actual versus Budget 2018 and the 2019 Budget*. A copy can be found in the office in the Vestry Minute binder.

## **Vestry Reports**

### **Interim Rector**

There were no additions to Fr. Eddie's January report.

### **Assistant Rector**

There were no additions to Fr. Ken's January report.

### **Senior Warden**

There were two additions to John's January report. John completed the agenda for the Annual Meeting and he also attended the pre-Convention meeting.

### **Junior Warden**

There were no additions to Larry's January report.

## Commission/Liaison Reports

### Christian Formation

The Christian formation report for January was completed after the meeting and was distributed to all Vestry members.

### Communication

Rob's annual report was received. There is no specific January report. Ernie advised that Mary and Jean will be on the Communications commission for 2019. They would like to learn how Rob did the report and asked for a meeting with him. Margaret asked that the process be documented.

Margaret asked if we had the necessary waivers from people being filmed in the Church. If we are going to be publish on social media or elsewhere we should have a waiver. Some families may not want their children photographed and posted on social media. Theoretically we should not be videoing or taking photos of anyone without a waiver. We should get the necessary process in place.

The Church website was done by Heather. Extra money was put in the 2019 budget for the website.

Suggestion that we look at every PR avenue available. The Committee will discuss and decide.

### Outreach

There was no January report.

### Parish Life

Evelyn submitted the January report.

- A discussion ensued about the possibility of using the Sexton and Assistant Sexton to perform the set-up and clean up for Sunday coffee hour and other activities during the week. Should these responsibilities be added to their duties?
- Different points of view and concerns were expressed.
- Sandy has spoken to Evelyn about this and mentioned to Larry that perhaps they can speak with Chris.
- Fr. Eddie suggested that Vestry members help Evelyn, as needed. The Sexton and Assistant Sexton have much work to do to keep the facilities up and running.
- Evelyn is contacting parishioners and asking them for help in certain areas.
- This is a work in progress.

### Parish Resources

Larry had no further additions to the January report.

## **Worship/Pastoral Care**

There were no additions to Martha's January report.

## **Youth**

There were no additions to Jouana's January report, however Margaret wanted the Vestry to know the thought behind the proposal for two services on Carnival Sunday (August 18, 2019). They would like the Carnival to include adults as well as children. Margaret asked for two services on that day -- 7:30 and 10:00.

**Action Item:** *Two Services on Sunday 8/18/19 to facilitate adult attendance at Carnival*

Larry made a motion that we schedule two services on Sunday 8/18/19 -- 7:30 and 10:00. Motion was seconded.

*Discussion:* John offered input from the dinner that Fr. Ken, Jouana, Amanda attended -- one of the things the participants didn't like was combining the services. However, there are times when you must.

Based on a conversation with Jouana, Martha thought that input was regarding the Lessons and Carols -- they didn't like not having anything for the children to do.

Motion passed by voice vote.

The Vestry was asked to please let Jouana and/or Margaret know if you have any ideas for games, etc.

Larry asked Margaret to please send Susan an email to make the change to 2 services on the Church calendar for 8/18.

**Discussion Item:** *Youth sponsored continental breakfast on June 2*

The Youth would like to do a continental breakfast on June 2<sup>nd</sup> as a fundraiser for the mission trip? No approval is needed but Evelyn needs to be consulted.

**Discussion Item:** *Shrove Tuesday Pancake Fundraiser*

Last year this fundraiser was done by DOK and the Brotherhood. DOK only wanted to do it one year. The Youth will not be doing it going forward because the children get out of school at 4:00 p.m. and there is not enough time to cook, etc.

The event was well attended last year. Bob would like to pursue this as one of the things the Brotherhood does. He will accelerate preparations for this year. (Brenda has decorations that were purchased last year which can be used.)

## Discussion/New Business

**Action Item:** *Funding for an Exploratory Team to travel to Cuba to meet with some members of our sister parish, San Juan Evangelista, and discuss what needs there are that could be accomplished by a group from Trinity on Mission Trip to Cuba.*

Father Ken has researched this issue and determined that the team would spend two nights in Cuba and including the air fare it would cost not more than \$1,000.00 per person for the trip and recommends 2-3 people to be on the team. Alex Quintard can assess the work and labor and Fr. Andreis Diaz has been asked to go since San Juan Evangelista is his home parish and could work as translator. Father Ken would also like to go as the third member of the team.

John Richardson made a motion that the Vestry support this effort by approving an expense not to exceed \$1,000.00 per person for a three-person team as outlined above to make this exploratory trip to Cuba and report the results to the Vestry at the Vestry meeting following their return. Further John motioned that the not to exceed total of \$3,000.00 should be funded by \$1,500.00 from the 2019 budgeted World Outreach account #5035 and the additional \$1,500.00 from the Overflow account # 1022.

John reminded everyone that we discussed this topic at the last Vestry meeting.

The motion was seconded.

Discussion: Larry clarified that – \$1,000 will come from 5035, \$500 from 5032 and the remainder from the Overflow account #1022.

Additional discussion took place to get a better understanding of the exploratory trip, the subsequent trip, the timing of the trips, the safety of the team and where money in this budget item had been previously spent.

When this has been brought up in other Vestry meetings it was encouraged and supported. Many churches are trying to help Cuba because they are so poor and struggling so much. The American dollar goes a very long way.

Motion was passed by voice vote.

**Discussion Item:** *Updates to the Parking Lot – Larry Jones (provided to Vestry by email prior to meeting.)*

For quite some time, the Parking Lot has been a major topic of discussion within all areas of the church. We have been actively working towards a solution to have a major upgrade to the surface of said parking lot. We have contracted with a design company to come up with a working plan for said upgrades.

The design company has had a preliminary hearing with the City of St Augustine on the process of moving forward (Notes from this meeting will be sent under a separate message). Within these notes there are 2 areas that have raised Red Flags to us. The first is the last bullet under Public Works and the last bullet under Planning Department.

The Public Works bullet requires Geotechnical Soil Borings of which we have received Proposals from 2 companies referred to us by our designer. We accepted the proposal from Legacy Engineering, Inc. (Proposal sent in separate message) and contracted having the work done.

After further discussion Fr Eddie, John and myself decided that it would be in the best interest of the Vestry and Trinity Episcopal Parish to temporarily stop the borings before they started which I did on December 28, 2018.

We don't know the complete history of our parking lot but suffice it to say that it has been in the center of the history of St Augustine dating back to the year 1565. We have serious concerns of what the proposed boring might unearth.

**Action Item:** *Parking Lot Proposal – Larry Jones (provided to Vestry by email prior to meeting.)*

Father Eddie, John and I have had several meetings to discuss the parking lot situation in the last month. In our discussion's, we all feel that we should have the parking lot graded and then have a 2-3" layer of pea gravel applied to un paved portions of the lot. This will give our vendor something to grade rather than just scraping dirt and moving it around.

With the pea gravel we will be able to keep the pot holes and craters from being the problem we have been fighting. It will also be far more user friendly to our physical plant as well as our automobiles. We will have to have the lot leveled occasionally but not to the extent we are doing now. We would also suggest that we repaint lines in the section that is currently paved to turn all those spaces into Handicapped parking.

We are not sure what the cost of having the pea gravel delivered and spread but it will be minimal considering the overall cost to do the entire Parking Lot Upgrade. We would pay for the work from the parking lot funds then afterwards work on ideas where to reassign the funds that remain in the Parking Lot Fund.

It is our recommendation, as well as that of the Finance Committee, that we cancel all plans for the resurfacing of the parking lot at the present time. If another Vestry decides to pursue this later, it will be their task to undertake. We feel that the risks involved in moving forward far outweigh the advantages gained.

*(Larry provided a side note of interest regarding the tree – Since the roots have risen to the surface, they would need to be scraped which will eventually lead to the tree’s demise. But it is a moot issue since we will not be proceeding with the resurfacing of parking lot at this time.)*

Sandy Goode made a motion to cancel the contract with the design firm. Motion was seconded and passed by voice vote.

Note: Design firm may want a fee to get out of the contract. We already paid around \$3,000. They might want a 10% cancellation fee which we will pay, if necessary.

There is \$52,755.49 in the parking lot fund. (Approximately \$18,000 is from Thorne funds which will need to be handled accordingly.) An additional \$20,000 will be provided from the Endowment. At some point in the future we will need to re-designate these funds.

Sandy will obtain an estimate for the cost and for the size of the pea gravel and send an email motion. When the motion is written it should be recommended that we use Thorne funds to pay for this.

**Action Item:** *Endowment Board – John Richardson*

John has received an email from Marty Mariner, Chair of the Endowment Board, requesting a motion to appoint Martin Mariner to his second term on the Endowment Board and Tara Strickland to her first term on the Endowment board. John made a motion that the Vestry approve these recommendations from the Endowment Board. The motion was seconded.

Discussion: Tara is taking Ron Armstrong’s position. Marty is replacing himself.

Motion was passed by voice vote.

**Discussion Item:** MLK Holiday Comments from Bob May

- Appreciate Fr. Ken’s concerns regarding the Vestry meeting being held today.
- 51 years ago Bob was one of two seminarians from Emory who marched in the MLK funeral cortege – 750,000 total marchers
  - He recounted his personal experiences during the march that changed his whole perspective regarding race relations. Much good came of it.
  - Bob expressed his personal opinion that our meeting tonight, of Christians gathering to conduct the church’s business, the week after the anniversary of MLK funeral, is not a negative thing.

- Fr. Eddie indicated that the date of the meeting was changed to accommodate his schedule.

### **Meeting Wrap Up**

Key February Dates:

- 2 - TEP Board Meeting, 10:00am
- 3 - Breakfast Sunday
- 3 - Youth Souper Bowl Project
- 8 - Ultreya @ Trinity
- 10 - Annual Church Meeting 12:30 (Potluck)
- 18 - Presidents' Day (offices closed)
- 21 - Finance Committee Meeting 4:00pm
- 26 - Vestry Meeting 5:30pm

### **Adjournment**

There being no further business, John asked for a motion to adjourn. Bob moved that the meeting be adjourned. The motion was seconded and passed by voice vote at 7:14 PM.

---

*Respectively submitted,*

*Mary Lou Belmont, Vestry Clerk*