

**MINUTES**  
**TRINITY VESTRY MEETING**  
**November 21, 2011**

A meeting of the 2012 Vestry was held in the Undercroft on November 21, 2011, at 5:30 PM.

Present: The Rev. Dr. Luk De Volder; Barbara Hedberg, Senior Warden; Warner Marshall, Junior Warden; Heather Tookes-Alexopoulos, Treasurer; Carolyn Gould, Clerk; Candy Carl-Stannard, Peg Chambers, Carol Davidson, Laura Davis, Barbara Fennelly, Murray Harrison; Gloria Hoda, Barbara Lamb, Doris Manseau, Kim Morris, Mary Ann Stroup, Jack Tebes

**QUICK VIEW**

**Decisions made:**

- **The Vestry approved the recommendation of the new accounting firm now conducting an audit of the year 2010 that the balances shown as temporarily restricted net assets at year-end 2009 be accepted going forward.**
- **In the interest of maintaining flexibility in dealing with gifts to Trinity for a particular purpose, the Vestry voted to permit the exercise of the discretion given by law to direct restricted and temporarily restricted funds (as defined by the auditors), while honoring the donor's intent wherever possible.**
- **The Vestry formally recognized Chapel on the Green as one of its Sunday services and ministries.**
- **The Rector will follow up regarding the plans to celebrate New Haven's 375<sup>th</sup> anniversary in relation to the New Haven Green.**

**Tasks identified:**

- **Murray Harrison will assist the Rector in developing updated human resources guidelines.**
- **Candy Carl-Stannard and Sara Stadler will take charge of the Vestry Bulletin Board.**
- **The Rector and Barbara Lamb will follow up regarding celebration of the 375<sup>th</sup> anniversary of New Haven.**

Barbara Fennelly offered an opening prayer.

The Vestry experienced a connecting time with conversation around the theme of thanks and gratitude.

**Approval of Minutes of October 17, 2011, Meeting**

It was MOVED and SECONDED that the minutes of the Vestry meeting held on October 17, 2011, be approved as submitted. The minutes were unanimously approved.

**Rector's Report:**

**Search for an Associate Rector:** A candidate was offered the position of Associate Rector, but since there was subsequently a breakdown in communications, the offer was withdrawn. Another candidate would have been available only part time; also, that candidate was not comfortable with Rite I and East-facing celebration of Eucharist, so that candidate withdrew from consideration. The process has pointed out a need for updated human resources guidelines. The Rector solicited assistance with that process, and Murray Harrison volunteered to assist.

**Treasurer's Report:** The accountants currently preparing the 2010 audit have recommended that income earned on temporarily restricted assets be classified as unrestricted as of January 1, 2010, provided that the Vestry votes to accept the temporarily restricted balances as of December 31, 2009, presented by the previous accounting review. It was MOVED and SECONDED as follows:

Be it resolved that, in light of the accounting recommendation to classify all income earned on temporarily restricted assets as unrestricted, the balances in temporarily restricted net assets as stated in the December 31, 2009 Trinity audit be accepted.

The motion passed unanimously.

**Vestry Team and Committee Reports:**

**Finance:** Barbara Hedberg presented the recommendations of the Finance Team. The auditor had some questions in completing the audit and needs guidance from the Vestry. One issue relates to gifts to the church for a particular purpose and whether the income from these gifts should be restricted as well. A new law in 2008 permits more flexibility in this regard, so that the church may act in good faith in determining whether to restrict the income from gifts while at the same time respecting the intention of the donor of the gift. It was MOVED and SECONDED as follows:

While the Vestry acknowledges that the law supports the Vestry's right to redirect Restricted, as well as Temporarily Restricted funds donated for various purposes, and the audit should reflect that fact, it is the position of Trinity Church on the Green and its Vestry to honor the donor's intent wherever possible.

The motion passed unanimously.

With respect to follow-up on the Capital Campaign, the auditors have recommended creating a reserve in the 2010 audit for the balance of unpaid pledges which it is not anticipated will be paid. Accordingly, it was MOVED and SECONDED as follows:

The Vestry supports creating a Capital Campaign Reserve in the 2010 Audit for the balance of unpaid and unlikely to be paid pledges for the Capital Campaign.

The motion passed unanimously. It was felt that creation of the reserve will promote the goal of transparency in the budget process. The Finance Team plans to work on creating guidelines for gifting to Trinity. The auditors are hoping to report to the Vestry at the next Vestry meeting and will be meeting with the Finance Team on December 12.

**Vestry Bulletin Board:** Candy Carl-Stannard and Sara Stadler were designated to be in charge of the Bulletin Board, which will contain Vestry procedures and the Nominating Committee's slate, as well as highlights from the Vestry minutes following their approval at the following Vestry meeting.

**Parish Life:**

**Holiday Bazaar:** The Vestry expressed thanks to Mary Ann for her work on the Bazaar. Mary Ann stated that the goal of bringing along the next generation of workers occurred this year, and many new people volunteered to serve. It appears that more than \$32,000 was raised this year.

**Continuing Business:**

**Proposals from the Rector:**

**Campus Ministry:** It was proposed that Trinity collaborate with The Episcopal Church, beginning with a lecture series over 5 Sundays in Lent targeted to the student population at Yale.

**Chapel on the Green:** There is a new coordinator for Chapel on the Green, Mark Colville. Mark and his wife are sharing this responsibility while also running Catholic Worker in the Hill neighborhood. They are willing to be advocates for the Episcopal Church and have access to a lot of resources. The Rector stated that Trinity needs to

take ownership Chapel on the Green. It was noted that liability insurance is provided through Trinity Church. Currently, 1 Vestry member is on the Board of Chapel on the Green, and there should be more. It was MOVED and SECONDED that Trinity Church formally recognize Chapel on the Green as one of its Sunday services and ministries. The motion passed unanimously.

**New Business:** There was discussion of the possibility of forming a group such as “Friends of the New Haven Green.” The Mayor has a committee working on the 375<sup>th</sup> anniversary of New Haven, which could include discussion of stewardship of the Green and participation and promotion of the Green. The Rector will follow up on this, and Barbara Lamb will be involved as well. This presents an opportunity for Trinity to participate more fully in New Haven life.

The Vestry expressed thanks to Heather Tookes-Alexopoulos for her service to Trinity as Treasurer.

Barbara Fennelly led a closing prayer, and the meeting was adjourned at 6:50 for a shower in honor of the expected birth of Heather’s baby boy..

Respectfully submitted,

Carolyn Gould, Parish Clerk

**Attachments:**

Vestry Agenda

Parish Team Organizational Chart (for Vestry use)

Minutes of October 17, 2011, Meeting

Resolution from Assistant Treasurer

Issues and motions related to the 2010 Audit

Proposals from the Rector (that Trinity Church on the Green collaborate with The Episcopal Church at Yale to engage in Campus Ministry; that Trinity Church on the Green formally recognize Chapel on the Green as one of its Sunday services and ministries)