

## **Vestry Minutes: July 12, 2011**

**Present:** Marian Daly, Jerry Porch, Marilyn Hutchinson, Frank Ritter, Suzanne McKenna, Chris Gaffney, Dave Martin, Fr. Kirk, Don Hutchinson

Fr. Kirk opened the meeting in prayer at 7:06.

**M/s/p** the minutes from the June 14, 2011 Vestry meeting approved as presented.

- ✓ Construction of Handicap Accessible Bathroom to be completed by July 30<sup>th</sup>.
- ✓ Friends of Trinity Cathedral Noisy Offering Rescheduled to July 17<sup>th</sup>.
- ✓ Audit Received from Renzi, Bernardi, and Suarez. They will meet with Don, and Fr. Kirk next week.
- ✓ Gutters repaired by Wurster Roofing (\$1,195), Tower Roof repaired and fully recovered (\$3,300 by Tri-State Roofing), #9 Dining Room Roof stripped down to wood and replaced (\$3,950 by Kurk Roofing)
- ✓ Organ Automatic Tuning Device Installed for \$850 by Daffer Organ Co.
- ✓ Chris Gaffney was successful in speeding up Fr. Kirk's computer. He set up the computer to defrag and cleanup early morning and compressed files.
- ✓ Report of meeting with Pastor Lewis of Christ Apostolic Church. Michael will not be in Superintendents office before noon on Sunday. The church will use fans in Morse Hall it is understood we will not allow air conditioners in Morse Hall.
- ✓ Emily Corse resigns as Web Master and need a paying mechanism for \$19.95/month fee. **M/s/p** the Church will assume the cost of the Host Web Site.
- ✓ Food Pantry donations: \$720 from newsletter, and \$1190 for Doane Clark memorials. June represents the one anniversary with the Food Bank of South Jersey. Our food bank as of June 2010 served 68 people with the 700 pounds of food donated by the SJFB and our parishioners. Our food bank as of June 2011 served 247 people with 1400 pounds of food donated by SJFB and our parishioners. In the year since joining SJFB we have tripled the number of families served in our community. The need to feed the hungry in our community is great.

### **Treasurer's Report**

- ✓ Auditors will meet with Don and Fr. Kirk next week. **M/s/p** the Treasurers report is approved after amending the end date to June 30<sup>th</sup>.
- ✓ Transfer of Financial Secretary Duties to Michelle Alfano
- ✓ Report of meeting with Michael DiFillippo of Merrill Lynch June 21<sup>st</sup>. There was discussion on funding the Solar panel with monies borrowed from Merrill Lynch using our endowment as collateral. Michael suggested borrowing from the Diocese.

### **Solar Panels' Project**

- ✓ Possible use of old flat roof areas to accommodate 24 panels. Bids to resurface: Urethane Inc. offers 2 coats, 15-year warranty \$13,260, entire upper roof area; Kurk Roofing, single elastomer coating of the entire upper roof \$6,000; Anderson Roofing, bid coming for about \$12,000 for a TPO 60-mil membrane for only 50 x 51 area to have panels; Tri-State Roofing offers 2 coats of elastomer over the entire upper roof for \$6,500. **M/s/p** the bid by Kurk Roofing for \$6000 is approved. Chris Gaffney abstained from this vote.

- ✓ Mercury Solar final proposal for 94 panels, \$113,982.
- ✓ Payout Calculation and variables.
- ✓ Cherry tree removal from rear of #9 bids: \$1,284 and \$2,600 **M/s/p** the bid by A Cut Above for removal of tree for \$1,284 is accepted. Don's friend may remove some of the wood if it does not impact the cost.
- ✓ Funding: Fr. Kirk recommends an application for a loan be sent to the Diocese of New Jersey for the total amount of \$113,982 for the cost of Solar panels and \$6,000. for roof repair. **M/s/p** Fr. Kirk will submit a funding request to the diocese for \$120,000.

### **Property Committee**

- ✓ Entrance Doors – The Window Place Plus has our signed contract for \$4,550. Source: Memorial Funds for Bob Cornforth
- ✓ 4-tube fluorescent light needed for Counters' Room Cost \$75. **M/s/p** Fr. Kirk will purchase and install lighting in the counting room.
- ✓ Holly tree and cedar tree trimmed in #9 yard and lawn holes filled in #7, 9 and 11.
- ✓ Wiring upgrade and exit sign for Book Storage area in stairwell.
- ✓ Thrift Shoppe lighting, exit sign, and floor cleaning.
- ✓ Fr. Kirk, Jerry Porch, Ronnie Smyth and Don Hutchinson will meet with the owners of Pronto's pizza in the late summer or fall. Pavers will not be put in.

### **Stewardship and Planned Giving**

- ✓ Stewardship Plans – segmenting our parishioners into couples married here recently, families having baptisms, and regular parishioners.
- ✓ Stewardship Sunday date needed. Dave Martin, Suzanne McKenna and Fr. Kirk will meet to discuss stewardship presentation and a date for Stewardship Sunday.
- ✓ The window plates will be ordered and ready for Stewardship Sunday.

### **Ministry Committee**

- ✓ Visiting Homebound. The visiting LEM will be dismissed from the 10:30 service. It will keep
- ✓ Vacation Bible School July 18-22, 6-8:30 p.m.
- ✓ Party for families of those baptized this year proposed for mid-September
- ✓ Discussion of a possible weekly Saturday night service at 5 p.m.
  1. Junior Warden Report
  2. Senior Warden Report
  3. Fr. Kirk's Report

**Next Meeting: August 9<sup>th</sup>, 7-9 p.m.**