

## **Vestry meeting June 14, 2011**

**Present:** Jerry Porch, Chris Gaffney, Dave Fisher, Phyllis Mroz, Ronnie Smyth, Suzanne McKenna, Fr. Kirk, Marian Daly, Marilyn Hutchinson, Don Hutchinson.

Father Kirk opened meeting in prayer at 7:04 pm

**M/s/p** minutes from May 10, 2011 and June 2, 2011 Vestry meeting approved as presented.

- Pastor Lewis offers to purchase of two, portable window air conditioners for Morse Hall. Request for further consideration. **M/s/p** the Wardens and Fr. Kirk will meet with Christ Apostolic Church to discuss the use of the facilities over the summer and to express to them the inadequacies of our electric supply in that room. We are not going to permit the air conditioning at this time, but we still offer to them the use of the sanctuary which will be air conditioned prior their arrival.
- Construction of Handicap Accessible Bathroom began June 13<sup>th</sup>.
- Friends of Trinity Cathedral request a special offering Trinity Sunday, June 19<sup>th</sup>  
**M/s/p** we will have a noisy offering and the open offering will be allocated to Trinity Cathedral on June 19, 2011.
- Sexual Misconduct Awareness Training Saturday, September 19<sup>th</sup>, at Grace. **M/s/p** September 19, 2011 will be made available to the Sexual Misconduct Awareness Training workshop on behalf of the diocese here at Grace Church in Morse Hall.
- Dolores Clark request that all Doane Clark's memorial gifts go to the Food Pantry.  
**M/s/p** all Doanne Clark's memorial gifts will go the Food Pantry.
- No objections to using approximately \$5,000 in Memorials for Robert Cornforth for new handicap-accessible entrance doors rather than the handicap bathroom.

### **Treasurer's Report**

- Audit Progress slow-Auditor has been on vacation or with other clients making meeting with Don difficult. **M/s/p** the Treasurer's report is accepted as presented.

### **Finance Committee**

- Source of \$114,000, if Mercury and Sunrun Solar Panels' Proposal will be deferred until after the Financial Committee meets.
- Special Parish Meeting to Discuss our Plan Sunday, June 19<sup>th</sup>, 10:30 a.m.
- Mercury Solar and Sunrun Draft Contract – to be distributed at the Parish meeting. Father Kirk will present our recommendation to the congregation?
- Transfer of Financial Secretary Duties to Michelle Alfano.

## Property Committee

- Roof over #9 Porch Needs Repair, rather than replacement: best bid is for \$1,400 by Tri-State Roofing; (Replace Roof: Kurk Roofing \$3,500 or \$3,639 Wurster Roofing, or Fox-Co \$3,130). Recommendation: Repair Roof for \$1,400. **M/s/p** replace the dining room roof over #9 E. Maple for a sum not to exceed \$3500 by Kurk roofing.
- Tower Roof and Hatch: Repair and hatch and roof only \$2,600 Tri-State Roofing; Replace roof and repair hatch \$2,690 by Fox-Co Roofing or \$4,100 by Wurster Roofing. Recommendation: Approve Fox-Co bid of \$2,690 as most thorough for the money. **M/s/p** bid from Fox-Co Roofing to replace roof and repair hatch for \$2,690 is accepted with the understanding that they use tapered installation for proper drainage.
- Entrance Door bids: \$3,955 fiberglass, Hartel Corporation; \$5,025, steel (Robert J. McGraw, Jr., \$6,225, steel, Almond Glass Works, Inc., \$4,175 steel. The Window Place Plus for red fiberglass 36-inch door having panic hardware, with a 24-inch side door having panic hardware (\$3,325 if panic hardware on 24-inch door is not required). Recommendation: The Window Place Plus. Source: Memorial Funds for Bob Cornforth of some \$5,000. **M/s/p** replace entrance doors with memorial funds from Bob Cornforth. Bid accepted by The Window Place Plus for red fiberglass 36-inch door having panic hardware, with a 24-inch side door having panic hardware.
- Tru Green Chemlawn treating our front lawn. **M/s/p** four treatments to be done throughout the summer covering the church and #9 for a cost of \$179.

Organ Needs: Our organ is Model 950, Serial No. ZK 50302; Year 1997

- Several repair people recommend we procure an automatic tuning device to synchronize our convention pipes with the electronic ones - \$850; a service call is needed to repair two dead notes - \$250 by David Yoder of Rodgers Organ Co. Total - \$1,100. **M/s/p** the electronic and conventional pipes will be synchronized and two dead notes will be repaired by David Yoder of Rodgers Organ Co for a total of \$1100 using capital reserves.
- Recommendations of Robert Gladden of February 10, 2011 – attached. Priorities can be set: item 1 - \$2,500; item 3 - \$450; item 2 - \$750. Total - \$3,700. Postpone decision until the fall as able.

## Stewardship and Planned Giving

- Stewardship Plans- Suzanne McKenna and Dave Martin will co-chair stewardship committee.
- Planned Giving Webinar
- Charts of Chris Gaffney, both of June 2<sup>nd</sup> and tonight.

### **Ministry Committee**

- Visiting Homebound-we will begin dismissing Visiting Lay Eucharistic Minister from the Altar again.
- Names and addresses of homebound will be made available to parishioners so that thinking of you cards may be sent. It is important that they are remembered.
- Vacation Bible School July 18-22, 6-8:30 p.m. The theme will be God is Wild about You. The scripture this year is based on the Psalms and Proverbs.

### **Junior Warden Report**

- None

### **Senior Warden Report**

- Parishioners have voiced concerns about the “constant need for money” and continual fund raising being done.
- A phone chain should be established in the future.

### **Fr. Kirk’s Report**

- My office computer is slowing down a lot. Chris Gaffney will check the memory. More memory will be purchased if needed.

Marian Daly  
Clerk

Jeff:

In reference to our phone conversation this morning, I cannot attend the parish meeting this Sunday for the vote on the solar project due to some personal family commitments. Please note that I am in favor of moving forward with the project. Also let the Vestry know I appreciate all the hard work you and members of the Vestry have done to make this project possible. On a side note, I would recommend the following before starting the solar improvements:

- 1.) Have Mercury submit a detail plan layout with cut sheets on the equipment, roof supports, etc. Members of the Property Committee should review these documents for completeness.
- 2.) Get a sealed letter from a licensed NJ structural engineer through Mercury Solar verifying the existing roof structure is adequate to support the solar system and ballast.
- 3.) Contact the roofer who previously installed the new roof to see what is required to maintain the warranty on the roof (I.E. roof support pads under the panel supports, etc.).
- 4.) Get a certificate of insurance from Mercury Solar before the work is scheduled to start.

One last thing, we have completed our office solar installation as of last week and all 117 panels are up and running covering 100% of our electric usage and more.

Have a great day!!!

Bob O.

Robert W. O'Reilly, AIA, LEED AP

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