

Agenda · Vestry Meeting · November 21, 2019
6:30 pm – 8:30 pm

Gathering

Call to Order

Opening Prayer

Review and Approval of October Vestry Minutes

Follow Up Items

- Ministry articles in Weekly Tidings
- Blessing Jars
- Christmas Memorial Donations
- Renewal of Insurance Policy

Senior Warden's Time

- Graham Hall

Rector's Time

- Finance Committee | Deb Luchka
- Nominating Committee | Norman Shardlow | Others TBD
- 2020 Housing Allowance Declaration
- Covenants for our Ministries | Safe Church Training
- Ministry Reports to Vestry

Treasurer's Report

- Approval of October's Treasurer's Report for Audit

Stewardship Report

Property Report

Committee/Ministry Reports

Closing Prayer and Adjournment

TRINITY EPISCOPAL CHURCH/North Scituate, RI

PARISH VESTRY MEETING MINUTES: October 17, 2019

Respectfully prepared by: Kristine Gregory, in the absence of Clerk Cindy Chatell

Attendees: Susan Newkirk, Steve Gaddes, Megan Picozzi, Bob Liptrot, Deb Luchka, Gail Harrison, Levond Jones, Kris Gregory, Jill Shurtleff, Gail Harrison, Jim Segovis, John Holmes, and Lynnette Cunningham

Absent: Cindy Chatell

Rev. Johanna called the meeting to order at 6:30 pm.

#1 Rev. Johanna led the Pilgrim Program, Session Six: Do you renounce evil?

#2 Reviewed September 19, 2019 vestry minutes

*Noted revisions are as follow:

Item #3- Steve Gaddes' update should read that he spoke with Kristine Gregory—not Kristine Canepa.

Item # 3--Placemat for Turkey Supper update should read: Typesetting of the placemats can “no longer” be a donation by Andy Vanable.

Item #4-Hurricane Dorian: correct typos “effected” and “effective” to “affected” and “affective.”

Item #4-Resignation letter from “Cindy Avery” should be changed to “Cindy Averill.”

Item #4-“Alter Guild” should be changed to “Altar Guild.”

Item #4-Turkey Supper Sunday: Eliminate the word “Mass” after Eucharist.

Item #4-Kitchen/Vault organization: “Justin Greenhow” should be “Justin Greenough.”

Item #5-Stewardship Report: Should read “Stewardship Campaign” instead of “Stewardship Drive.”

Item #7- Typo in the word “Treasurer’s” was corrected.

Item #7-(RE: thrift store): “Shirley Liptrot” should read “Priscilla Liptrot.”

Item #7-(RE: food closet) “Gene” should read “Jane.”

Item #7- “Scholarship” should read “Scholarship.”

Item #7-Susan clarified that she is not recommending that we take out a loan to pay the balance of the traffic light...she is saying that if we need to use the funds in the restricted account, then we would need to take out a loan.”

Item #7-First Motion at the bottom should read “Motion to commit...” instead of “Motion to continue...”

Ministry Fair Outtakes: “Additional hangings” should read “Additional bulletin boards.”

Ministry Fair Outtakes: “New Comer’s dinner” should read “Newcomers’ Dinner.”

Motion to accept minutes from September, 2019 meeting, as amended. Motion seconded, all agreed, no opposed. Motion passed.

#3 Follow up items:

- **Update on Traffic Safety Committee communications**—Chief Delaere told Kris Gregory that his contact at the DOT has sent our request for an engineering study on Danielson Pike to the appropriate personnel at the DOT.

- **Advertising/Website** -- The bazaar is 12/6 and 12/7. We can do the “Calendar of bazaars” page, which has 8 bazaars to a page in full color and it is free.

We have approximately \$956 left for advertising expenses. Jill Shurtleff believes the price of advertising in the Observer is \$225/week for a 1/4 page for one area, which covers Cumberland Lincoln, North Smithfield, North Providence, Scituate/Foster/Glocester. She recommends we stay with Scituate area \$225/week. Two areas cost an additional \$150, for a total of \$375. If we decide to go with a second area, we should go to North Providence area. It is \$5 more for an internet ad. For two areas, plus the internet it would be \$380. Jill is going to confirm the pricing. We could also do one week of a 1/4 page ad for the bazaar and one week for the Christmas services.

To advertise our Christmas services in the Foster Home Journal it is \$119. Susan crunched the numbers and determined that we only have \$200 left so we have to be careful.

Motion to take out one ad for bazaar covering two areas with the \$5 more for internet, and Foster Home Journal for church services. Motion seconded, all agreed, no opposed. Motion passed.

- Everyone liked the letter to the Ministry Chairs regarding articles

Motion to approve letter for chairs and co-chairs. Motion seconded, all agreed, no opposed. Motion passed.

- The updated rental form was reviewed. It has already been approved.

- **Blessing jars**-We have eight left that have not been counted yet. They will be counted after Oct. 30 when Nancy Paradee comes to take pictures of the Blessing Jars for an article which will feature Trinity and the Blessing Jars in the next edition of Risen.

- **Christmas Memorial Donations**—The Vestry has voted to approve the change to the memorial so we just need to let the congregation know. Susan will come up with a notice.

- **EFM fee**—Jim has not received an update on the fee. Will the diocese cover Donna Tornatore’s training?

Senior Warden's Time:

Graham Hall-At the last meeting we discussed the potential for moving the food pantry and the thrift shop to Graham Hall. The plan would be to move the food pantry out of the Undercroft and make the Undercroft the library/meeting space. Sunday school, thrift shops, and pantry would share space. Steve invited feedback on pros and cons.

•Pro: *Connection to the food closet and the identification with the church. Trinity church is more visible than the current location of the thrift shop.*

•Pro: *We do not need to worry about PWSB.*

•Pro: *We could eliminate the cost of rent and utilities at the current location. The thrift shop has a considerable electric bill in the winter.*

•Pro: *Discussion about the current thrift shop location being damp and people may not be able to volunteer because of breathing issues. Many voiced their opinions that if the breathing issues were resolved then some of the people who were not able to volunteer at the current location will be able to volunteer if it were moved to Trinity.*

•Pro: *New location would be handicap accessible.*

•Con: *Levond met with Sandy Owens in thrift shop. Sandy has concerns with location (current location closer to town center) and lack of traffic, as well as volunteers needed for the bigger space (but see above regarding more people would volunteer if breathing issue resolved). (She also had concerns about rent and utilities but it seems that she is not aware that there would be no such cost).*

□Possible clarification needed: Jean Grover at food closet said larger space is pro AND con because we would need more money to fill up with food, but she did not understand that in big space they would be expected to have the same inventory.

□Other issues: Steve will check with zoning board to see if we can do this without town approval. May need a special use permit. May need to check with fire department if we take walls down, etc.

•Discussion regarding how to accommodate the Christmas bazaar with the thrift shop.

Rector's Time:

Johanna asked for volunteers to research whether applying for a grant from the UTO to help with pay for the cost of relocating the thrift shop and the food closet would be appropriate. UTO grants must be approved by the Bishop before they are written. Deb Luchka volunteered to work with Esther Plouffle on researching grants.

Finance committee--Senior warden assumes the chair. Is active beginning of November for about 6 weeks from start to finish from various committees. It is a learning opportunity. Time is generally 6:30-9:00 once a week. Several names were suggested.

Nominating committee--Levond, Megan and Jim Segovis are outgoing members. We need three (3) other members of the parish who are not members of the vestry. Several names were suggested.

- Renewal of insurance policy: Steve as Senior Warden will have the phone conversation with the insurance company.

- Office Administrator hours: Johanna requested additional office administrative hours for the 2020 budget. We have a new treasurer coming in next year. In order to get the office organized Susan took on more responsibilities than are normally belonging to the Treasurer, so Johanna would like to put that time back on the office administrator. She is asking the Vestry for an additional 2 hours per week, from 16 to 18 hours (which would preclude insurance costs).

Johanna feels the additional cost incurred by the increase in hours for the office administrator may be covered by a change in the cost of her healthcare. As the details of the cost and coverage of healthcare for 2020 are examined, she will be in conversation with the Finance committee.

- Gift: Jane Gaddes' grandchildren would like to gift Trinity \$500 in honor of Janes' 90th birthday. The family has asked if Trinity has anything that we need or would like to have, and they would like a plaque to honor her birthday. Jane is a big advocate for summer camps. Ideas include a new tabernacle or a banner. Johanna will present ideas to Rachel.

- CDC (Congregational Development Committee) grants: Someone needs to go on line and look at this and see if we can get money. The Bishop has suggested we might want to apply for a grant to clean up the labyrinth and get a program going around the labyrinth.

- International Day of Prayer: Chris Martel would like to address the congregation about the International Day of Prayer on Nov. 3. He is going to step in as guest preacher on October 26 and 27 to share information that we may not know about how Christians are persecuted around the world.

Audrey Hebert is selling touchstone jewelry and would like to advertise that she will donate her commission of 10% to the church. This is an online event.

Motion was made to tell Audrey that the vestry does not wish to pursue this at this time and will revisit the idea in the spring. Motion seconded, all agreed, no opposed. Motion passed.

Motion to establish a community type bulletin board where people can advertise their personal hobbies, jobs, etc. Someone needs to be in charge of it. Motion tabled as no interest in ownership of the bulletin board.

Treasurer's report:

- Proceeds from the turkey supper go under fundraising. We do not have an idea yet on the number.

- Income from 20-week club was a couple hundred dollars over budget.

- Johanna's Letter of Agreement/Social Security Allowance discussion: Susan explained the difference in the budget vs. actual report. Our current budget does not have a line item number for Social Security Allowance. In 2018 we should have put money aside and paid a social security allowance, but we did not. So, we owe \$4392.86 in Social Security taxes based on Johanna's contract. Susan did not see the contract and so it was not done in 2018. Clergy are independent contractors and responsible for paying their own Social Security. Letters of Agreement are written so that church pays half and clergy members pay the other half of the Social Security Tax. Johanna's base salary was inflated by that much to accommodate Trinity's portion of the social security tax. She was not aware that Trinity had not paid

half of social security until her accountant told her she owed the other half. The \$4,392.86 has been paid for 2018 and Trinity will owe half of 2019 social security taxes as well. Johanna may get assessed a penalty because she is behind and will ask the church to cover that as well.

Susan has not had the audit done. Goal is to get done by end of year.

Motion to accept the treasurer's report for audit. Motion seconded, all agreed, no opposed. Motion passed.

Stewardship report:

Jim: The first letter went out today from Rev. Johanna. Jim will send one at the end of the month and Steve as Sr. Warden will send one after that.

Discussion regarding Second Sunday breakfast with facilitators; people will talk about why they come to Trinity and get value from Trinity.

Property Report:

Building and grounds committee: We need three storm doors at the rectory. Home depot does not make good storm doors, so the committee has decided on Pella doors. We budgeted up to \$2K and only spent \$115.88 because that committee has donated the work. For the painting that has already been done, we used the building fund and the memorial fund. The storm doors are \$1500 total with installation.

Motion to take funds from general building funds/general operating account to buy and have installed 3 storm doors. Motion seconded, all agreed, no opposed. Motion passed.

John Holmes strongly suggests that the gutters are cleaned before it snows. It will cost a couple hundred dollars. Susan said he has \$1000 to use.

John Holmes is going to mark the driveway and have the snow pushed further down so it does not block the garbage area.

John Morgan donated a floor washer. John Holmes is in the process of repairing it. Has a budget for repair. It is \$54 for a squeegee apparatus.

John Morgan approached Johanna about the front of the rectory. He would like to use weed killers and treat it properly. He has asked that we let him do it before we take any other steps. Johanna's concern is that it is a very labor-intensive garden, but John assured her that he would take care of that problem. Per Susan he only has about \$120 available for landscaping.

Mr. O'Brien has taken the nameplate down and will make a new one.

Motion to accept Frank Marzano's offer of labor and materials to add electrical outlets in the vault storage room. Motion seconded, all agreed, no opposed. Motion passed.

John wants to paint the last room upstairs. He needs a color.

From Our Treasurer, Susan Newkirk...

Blessing Jars Raise Money for Trinity's Operating Budget

Our Stewardship Committee has been working hard to find ways to remind us to give back to God from the riches we have been given. Last summer we were each given a Blessing Jar to take home and put loose change in each time we felt blessed as a way of intentionally giving back and thanking God for our blessing. Combined our Blessing Jars collected \$1,817.77! These funds will be contributed to this year's operating budget. Look for the Blessing Jars again next summer!

From Your Vestry...

**2019 Christmas Memorials and Thanksgivings
To Support the Ministry of our Food Closet**

As we prepare to celebrate Thanksgiving with family and friends and turn our thoughts to Advent, it's time once again to remember our loved ones no longer present and offer our thanksgiving for all of our blessings. This year, our flowers and greens will be paid for out of our operating budget. Therefore, our vestry voted unanimously that all of the Christmas Memorials/Thanksgivings offerings collected during Advent be designated to help keep the shelves of our Food Closet filled with nutritious food for those in need. If you would like to make an offering in memory or in celebration of your loved one(s), please place your donation in the lock box outside our parish office or mail it to the parish office at 249 Danielson Pike, North Scituate, RI 02857. Be sure to write "*Christmas Memorials/Thanksgivings*" on the memo line of your check and *include the name(s) of the individuals you wish to remember or celebrate*. The names of those you wish to commemorate will be included in our Christmas Eve, Christmas Day and Christmastide service bulletins.

Treasurer's Report

November 21, 2019

Respectfully submitted by Susan Newkirk, Treasurer

Balance Sheet Items

- **20 Week Benefit:** Net profit \$3,278.84
- **Turkey Supper:** Net profit after adjustment for advertising is \$11,914.70.
- **Transfer of funds:** As of November 15, the following funds have been transferred to the Operating Fund: Turkey Supper and ECW 20 Week Benefit.
- **Wings:** Still waiting for bill from ECC for Women's retreat. This fund retains a \$300 balance to be used as a deposit on the Block Island Retreat.
- **One Time Event:** - \$1,199.01 balance owed to the restricted checking account. We continue to pay \$500 monthly to make the account whole.
- **Capital Campaign:** - \$7,527.60 owed to the restricted account. This amount is for cost overrun on the crossing walk. Per a previous Vestry *vote*, once the One Time Event expense is paid in full, \$500 will be paid each month until the balance is .00.

Budget vs. Actual Report

Income: The transfers noted *above* will be reflected on the November Vestry Budget *vs.* Actual and will be available at the December meeting.

Expenses: Advertising costs for the turkey supper are not reflected on this month's report however, the expenses will be on the November Budget *vs* Actual report.

Food Closet: All expected grant funds were not realized to date. The food closet Income/Expense report reflects a balance of \$1,510.17 in the black. We received some cash donations for the Thanksgiving baskets this weekend which will help defray some costs. The average total monthly expense for the Food Closet is \$925. With no significant income expected during the first quarter of 2020, the Food Closet may need to use funds in their reserve account or make adjustments to the amount of food that is being distributed to meet their expenses.

2018 Audit: Audit committee members have not met to date.

2020 Budget: The Finance committee continues to work on the budget. The next meeting is November 26 at 6:30 in the Library. Anyone who has not submitted a budget to date must do so immediately for the expenses to be considered for the coming fiscal year.

11/08/19
 Accrual Basis

Trinity Episcopal Church
 Balance Sheet
 As of October 31, 2019

	<u>Oct 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
Navigant Operating Checking 19	15,830.64
Discretionary Checking 18	5,471.68
Thrift Shop Checking 19	2,165.71
Emergency Savings 19	25,289.67
Navigant Restricted Checking 19	
Congregation Development Fund	3,283.04
Adult Choir Fund	5,054.15
Bazaar	845.00
Building Fund	580.74
Capital Campaign	-7,527.60
Clergy Education Fund	4,241.69
ECW 20 Week Benefit	3,222.84
Food Closet	18,029.60
Fundraising (Other)	2,000.00
Funds to Other Organizations 18	28.00
Memorial Donation (Unrestricted)	1,716.42
Missionary Fund	3,532.53
One Time Event	-1,199.01
Pilgrimage Fund	1,725.31
Prayer Shawl Group	100.00
Sabbatical	3,700.00
Turkey Supper	10,765.70
Wings	3,427.00
Youth Groups	2,209.96
Total Navigant Restricted Checking 19	<u>55,735.37</u>
Cash Box - Fundraising	950.00
Petty Cash	100.00
Total Checking/Savings	<u>105,543.07</u>
Other Current Assets	
DIT-Diocesan Investment Trust 4	238,328.10
Total Other Current Assets	<u>238,328.10</u>
Total Current Assets	<u>343,871.17</u>
Fixed Assets	
Church Buildings	1,005,900.00
Total Fixed Assets	<u>1,005,900.00</u>
TOTAL ASSETS	<u><u>1,349,771.17</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	-3,394.16
Total Current Liabilities	<u>-3,394.16</u>
Total Liabilities	-3,394.16
Equity	
DIT-Value Adjustments	-17,165.88
Opening Balance Equity	1,398,097.76
Unrestricted Net Assets	-10,942.33
Net Income	-16,824.22
Total Equity	<u>1,353,165.33</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,349,771.17</u></u>

11/08/19
Accrual Basis

Trinity Episcopal Church
Vestry Report - Budget vs. Actual
January through October 2019

	Jan - Oct 19	Budget
Ordinary Income/Expense		
Income		
DIT INVESTMENT INCOME 4	8,094.84	11,000.00
FUNDRAISING 5	1,662.46	29,377.00
OTHER INCOME 5	12,496.26	30,275.00
TITHES & OFFERINGS 3	159,066.16	188,351.00
Total Income	181,319.72	259,003.00
Gross Profit	181,319.72	259,003.00
Expense		
ADVERTISING 14	0.00	1,300.00
APPORTIONMENT 12	28,070.00	33,700.00
BANK -EFT FEES 14	728.93	800.00
BUILDING-A Hall (Kitchen) 14	588.34	2,200.00
BUILDING & GROUNDS MAINT 14	6,159.18	13,350.00
CHRISTIAN FORMATION	2,986.84	4,650.00
CONVENTIONS 14	60.00	100.00
INSURANCE 14	5,632.50	7,250.00
MINISTRIES 14	1,538.89	4,750.00
OFFICE 14	10,239.88	13,040.00
OTHER OPERATING EXPENSES 14	93.59	150.00
PAYROLL 14	29,491.08	38,424.00
PAYROLL EXPENSES 14	6,986.76	3,280.00
PWA LAND LEASE & TAXES 14	705.64	765.00
RECTOR'S COMPENSATION PKG 14	87,813.55	109,218.00
RECTOR - SUPPLY CLERGY 14	591.80	1,600.00
SABATICAL FUND 18	0.00	500.00
STATE OF RI MISC FEES 14	22.00	25.00
UTILITIES - Church & Hall 14	13,995.39	17,235.00
WORSHIP & LITURGY 14	5,628.25	6,666.00
Total Expense	201,332.62	259,003.00
Net Ordinary Income	-20,012.90	0.00
Other Income/Expense		
Other Income		
NON-BUDGET INCOME	67,337.10	
Total Other Income	67,337.10	
Other Expense		
NON-BUDGET EXPENSES	64,148.42	
Total Other Expense	64,148.42	
Net Other Income	3,188.68	
Net Income	-16,824.22	0.00

11/08/19
 Accrual Basis

Trinity Episcopal Church
 Food Closet Income/Expense (All)
 January through October 2019

Type	Date	Num	Name	Memo	Amount
Check	08/14/2019	1039	Blackmore, Mary	food closet supplies	-48.21
Check	08/14/2019	1039	Blackmore, Mary	food closet supplies	-36.98
Check	08/14/2019	1039	Blackmore, Mary	food closet supplies	-24.00
Check	08/14/2019	1039	Blackmore, Mary	food closet supplies	-36.00
Check	08/19/2019	1040	Price Rite	7/1	-117.48
Check	08/19/2019	1040	Price Rite	7/10	-44.10
Check	08/19/2019	1040	Price Rite	7/17	-131.49
Check	08/19/2019	1040	Price Rite	7/22	-200.13
Check	08/19/2019	1040	Price Rite	7/23	-35.76
Check	09/11/2019	1056	Blackmore, Mary	food closet supplies	-46.21
Check	09/11/2019	1056	Blackmore, Mary	food closet supplies	-31.00
Check	09/11/2019	1056	Blackmore, Mary	food closet supplies	-21.00
Check	09/11/2019	1056	Blackmore, Mary	food closet supplies	-16.00
Check	10/28/2019	1068	Blackmore, Mary	food closet supplies	-47.21
Check	10/28/2019	1068	Blackmore, Mary	food closet supplies	-45.00
Check	10/28/2019	1068	Blackmore, Mary	food closet supplies	-23.14
Check	10/28/2019	1068	Blackmore, Mary	food closet supplies	-46.00
Check	10/28/2019	1068	Blackmore, Mary	food closet supplies	-29.07
Check	10/28/2019	1069	RI Community Food Bank	Sept 1 BBF	-518.47
Check	10/28/2019	1069	RI Community Food Bank	9/05 #480817	-125.53
Check	10/28/2019	1069	RI Community Food Bank	9/19 #481156	-129.49
Check	10/28/2019	1070	Price Rite	7/29	-187.65
Check	10/28/2019	1070	Price Rite	8/05	-47.49
Check	10/28/2019	1070	Price Rite	8/14	-90.90
Check	10/28/2019	1070	Price Rite	8/21	-80.61
Check	10/28/2019	1070	Price Rite	8/27	-33.15
Check	10/28/2019	1070	Price Rite	9/02	-127.95
Check	10/28/2019	1070	Price Rite	9/09	-44.55
Check	10/28/2019	1070	Price Rite	9/16	-108.72
Check	10/28/2019	1070	Price Rite	9/23	-91.92
Total Food Closet Expense 16					-9,251.04
Food Closet Walk Expense					
4K Walk					
Check	06/18/2019	1017	Jones, Levond		-5.35
Check	06/24/2019	1026	Giovine, Kathleen	ice, gift card 4K Walk	-62.81
Check	07/02/2019	1028	Rhode Island State Police	June 25 invoice for 6/22/19	-352.36
Total 4K Walk					-420.52
Total Food Closet Walk Expense					-420.52
Total NON-BUDGET EXPENSES					-9,671.56
TOTAL					1,510.17

11/08/19
 Accrual Basis

Trinity Episcopal Church
 Food Closet Income/Expense (All)
 January through October 2019

Type	Date	Num	Name	Memo	Amount
NON-BUDGET INCOME					
Food Closet Grant					
Check	01/22/2019	867	RI Community Food Bank	2018 Q3 Wakefern Grant	0.00
Check	01/22/2019	867	RI Community Food Bank	2018 Q4 Wakefern Grant	
Check	04/12/2019	881	RI Community Food Bank	2019 Feb Shared Maintenance G...	13.40
Check	04/12/2019	881	RI Community Food Bank	2019 Feb Shared Maintenance G...	26.60
Check	04/24/2019	884	RI Community Food Bank	2019 Grant	
Check	04/24/2019	884	RI Community Food Bank	2019 Grant	
General Journal	05/05/2019	2977.00		Scituate Art Festival Grant	2,000.00
Check	05/23/2019	1005	RI Community Food Bank	2019 Q1 Wakefern Grant	138.32
Check	05/23/2019	1005	RI Community Food Bank	2019 Q1 Wakefern Grant	11.68
Check	06/11/2019	1014	RI Community Food Bank	2019 Q1 Wakefern Grant	0.00
Check	06/11/2019	1014	RI Community Food Bank	2019 Q1 Wakefern Grant	0.00
Check	08/06/2019	1036	RI Community Food Bank	2019 Q2 Wakefern Grant (7/18/19)	18.49
Check	10/28/2019	1069	RI Community Food Bank	2019 Q# Wakefern Grant (xx/xx/19)	
Total Food Closet Grant					2,208.49
Food Closet Income 10					
General Journal	01/13/2019	\$1101		1101	700.00
General Journal	01/27/2019	\$1492.00		\$1492	215.00
General Journal	02/03/2019	1112.25		1112.25	399.75
General Journal	02/10/2019	\$281		281.00	40.00
General Journal	02/19/2019	\$1215		\$1,215	1,020.00
Sales Receipt	02/19/2019	2/17	Operating Income	"Outreach"	10.00
General Journal	02/24/2019	\$75		\$75	40.00
General Journal	03/17/2019	\$260		\$260	40.00
General Journal	04/07/2019	\$115		115.00	40.00
General Journal	05/20/2019	666.00		666.00	6.00
General Journal	06/02/2019	1623		\$1623.00	1,176.00
General Journal	06/16/2019	1703.00		1703.00	45.00
General Journal	06/23/2019	2069.00		2069.00	70.00
General Journal	06/30/2019	\$427		427.00	225.00
General Journal	07/14/2019	\$128		Restricted deposit 7/14	20.00
General Journal	07/21/2019	\$137.50		Restricted deposit 7/21	28.00
General Journal	07/28/2019	497.00		Restricted deposit 7/28	5.00
General Journal	08/18/2019	155.00		\$155	35.00
General Journal	08/18/2019	155.00		\$155	25.00
General Journal	08/25/2019	\$1371		\$1371	155.00
General Journal	09/01/2019	672		\$672	7.00
General Journal	09/15/2019	2631		restricted 2631.00	80.00
General Journal	09/22/2019	\$1337		\$1337	32.00
General Journal	10/13/2019	125.00		125.00	100.00
General Journal	10/19/2019	1407.00		1407.00	135.00
Total Food Closet Income 10					4,648.75
Food Closet Walk Income					
General Journal	04/29/2019	1779.50		1779.50	605.00
General Journal	06/13/2019	Paypal		K Greene	0.00
General Journal	06/14/2019	Paypal		M Greene	0.00
General Journal	06/14/2019	Paypal		G Lucci, M Lucci	0.00
General Journal	06/16/2019	1703.00		1703.00	1,525.00
General Journal	06/16/2019	Paypal		A Berling	0.00
General Journal	06/23/2019	2069.00		2069.00	1,725.00
General Journal	06/30/2019	\$427		427.00	125.00
Deposit	07/31/2019			PayPal Transfer KDS	344.49
Total Food Closet Walk Income					4,324.49
Total NON-BUDGET INCOME					11,181.73
NON-BUDGET EXPENSES					
Food Closet Expense 16					
Check	01/22/2019	865	Price Rite	12/03 03740168913	-101.91
Check	01/22/2019	865	Price Rite	12/10 03740162471	-219.54
Check	01/22/2019	865	Price Rite	12/17 03740159541	-167.64
Check	01/22/2019	865	Price Rite	12/21 03740513382	-99.24
Check	01/22/2019	866	Grover, Jeanne	Food Closet	-23.00
Check	01/22/2019	866	Grover, Jeanne	Food Closet	-20.00

Trinity Episcopal Church
Food Closet Income/Expense (All)

11/08/19

Accrual Basis

January through October 2019

Type	Date	Num	Name	Memo	Amount
Check	01/22/2019	867	RI Community Food Bank	474548 12/06	-270.80
Check	01/22/2019	867	RI Community Food Bank	474857 12/20	-295.07
Check	01/31/2019	870	Blackmore, Mary	food closet supplies	-40.25
Check	01/31/2019	870	Blackmore, Mary	food closet supplies	-20.14
Check	01/31/2019	870	Blackmore, Mary	food closet supplies	-19.00
Check	01/31/2019	870	Blackmore, Mary	food closet supplies	-27.00
Check	01/31/2019	870	Blackmore, Mary	food closet supplies	-24.84
Check	01/31/2019	871	Grover, Jeanne	Food Closet	-25.94
Check	01/31/2019	871	Grover, Jeanne	Food Closet	-11.00
Check	02/26/2019	873	Price Rite	1/07 03740121039	-72.72
Check	02/26/2019	873	Price Rite	1/22 03740241698	-195.72
Check	03/15/2019	875	Blackmore, Mary	food closet supplies	-57.28
Check	03/15/2019	875	Blackmore, Mary	food closet supplies	-22.00
Check	03/15/2019	875	Blackmore, Mary	food closet supplies	-32.00
Check	03/15/2019	875	Blackmore, Mary	food closet supplies	-44.14
Check	03/15/2019	875	Blackmore, Mary	food closet supplies	-11.00
Check	03/15/2019	876	Grover, Jeanne	Food Closet	-25.94
Check	03/15/2019	876	Grover, Jeanne	Food Closet	-21.18
Check	04/09/2019	878	Price Rite	2/04 03740125866	-134.82
Check	04/09/2019	878	Price Rite	2/11 03740100105	-126.63
Check	04/09/2019	878	Price Rite	2/19 03740227218	-79.28
Check	04/09/2019	878	Price Rite	2/22 03740566047	-55.23
Check	04/09/2019	879	Blackmore, Mary	food purchases	-46.14
Check	04/09/2019	879	Blackmore, Mary	food purchases	-18.00
Check	04/09/2019	879	Blackmore, Mary	food purchases	-41.14
Check	04/09/2019	879	Blackmore, Mary	food purchases	-44.14
Check	04/12/2019	880	Price Rite	3/11 03740101490	-143.73
Check	04/12/2019	880	Price Rite	3/16 03740663579	-139.02
Check	04/12/2019	880	Price Rite	3/19 03740297090	-26.85
Check	04/12/2019	880	Price Rite	3/27 03740316919	-174.24
Check	04/12/2019	881	RI Community Food Bank	2/07 475732	-342.16
Check	04/12/2019	881	RI Community Food Bank	2/21 476156	-379.54
Check	04/24/2019	883	Blackmore, Mary	food purchases	-87.51
Check	04/24/2019	883	Blackmore, Mary	food purchases	-96.03
Check	04/24/2019	883	Blackmore, Mary	food purchases	-26.14
Check	04/24/2019	883	Blackmore, Mary	food purchases	-10.70
Check	04/24/2019	883	Blackmore, Mary	food purchases	-37.14
Check	04/24/2019	884	RI Community Food Bank	3/21 476874	-246.51
Check	05/23/2019	1003	Blackmore, Mary	volunteer appreciation luncheon	-74.89
Check	05/23/2019	1003	Blackmore, Mary	volunteer appreciation luncheon	-24.00
Check	05/23/2019	1003	Blackmore, Mary	volunteer appreciation luncheon	-11.32
Check	05/23/2019	1004	Blackmore, Mary	food purchases	-38.56
Check	05/23/2019	1004	Blackmore, Mary	food purchases	-18.00
Check	05/23/2019	1004	Blackmore, Mary	food purchases	-12.14
Check	05/23/2019	1004	Blackmore, Mary	food purchases	-12.00
Check	05/23/2019	1004	Blackmore, Mary	food purchases	-20.00
Check	05/23/2019	1005	RI Community Food Bank	4/04 477234	-138.32
Check	05/23/2019	1005	RI Community Food Bank	4/18 477593	-106.55
Check	06/11/2019	1014	RI Community Food Bank	5/02 477927	-204.48
Check	06/11/2019	1014	RI Community Food Bank	5/16 478345	-125.78
Check	06/18/2019	1015	Blackmore, Mary	food purchases	-7.35
Check	06/18/2019	1015	Blackmore, Mary	food purchases	-20.14
Check	06/18/2019	1015	Blackmore, Mary	food purchases	-42.21
Check	06/18/2019	1015	Blackmore, Mary	food purchases	-32.14
Check	06/18/2019	1015	Blackmore, Mary	food purchases	-43.00
Check	06/18/2019	1016	Price Rite	4/22	-107.70
Check	06/18/2019	1016	Price Rite	4/29	-118.32
Check	06/18/2019	1016	Price Rite	5/08	-64.35
Check	06/18/2019	1016	Price Rite	5/13	-46.38
Check	06/18/2019	1016	Price Rite	5/20	-178.46
Check	07/02/2019	1027	Blackmore, Mary	food purchases	-144.86
Check	07/02/2019	1027	Blackmore, Mary	food purchases	-54.14
Check	07/02/2019	1027	Blackmore, Mary	food purchases	-32.14
Check	07/02/2019	1027	Blackmore, Mary	food purchases	-22.28
Check	07/11/2019	1029	Price Rite	1-30 days	-194.67
Check	07/11/2019	1029	Price Rite	current	-361.74
Check	08/06/2019	1036	RI Community Food Bank	June BBF	-184.87
Check	08/06/2019	1036	RI Community Food Bank	7/18 479777	-68.32
Check	08/14/2019	1039	Blackmore, Mary	food closet supplies	-74.42

2019

10:39 AM
11/08/19
Accrual Basis

Trinity Episcopal Church
Turkey Supper Income & Expense
January through October 2019

Type	Date	Num	Name	Memo	Amount
NON-BUDGET INCOME					
Turkey Supper Income 5					
Check	02/14/2019	Transfer	Trinity Church	to reclassify half of 1/29/19 \$450 Morgan Placemat Ad 2019	225.00
General Journal	08/25/2018	\$1371		\$1371	455.00
General Journal	09/01/2019	672		\$672	255.00
General Journal	09/15/2018	2631		restricted 2631.00	1,230.00
General Journal	09/22/2019	\$1337		\$1337	715.00
Deposit	09/27/2019			Square per email (scan)	87.52
General Journal	09/29/2019	2382.00		2382.00	1,701.00
General Journal	09/29/2019	2382.00		Placemat ad	100.00
General Journal	10/08/2019	2727.00		2727.00	2,180.00
General Journal	10/13/2019	375.00		parking lot proceeds	375.00
General Journal	10/13/2019	976.00		tickets	796.00
General Journal	10/13/2019	976.00		parking	180.00
General Journal	10/13/2019	4679.00		cash	4,115.00
General Journal	10/13/2019	4679.00		checks	564.00
General Journal	10/14/2019	933.00		Proceeds	333.00
General Journal	10/14/2019	Square		Turkey Supper	743.92
General Journal	10/19/2019	1407.00		1407.00	365.00
General Journal	10/19/2019	1407.00		Turkey Pot Pies	567.00
General Journal	10/21/2019	Square		Pot Pies	177.96
General Journal	10/27/2019	750		750.00	50.00
Total Turkey Supper Income 5					15,215.40
Total NON-BUDGET INCOME					15,215.40
NON-BUDGET EXPENSES					
Turkey Supper Expenses 14					
Check	09/23/2019	1058	Ocean State Peeled Potato Inc	Invoice 100319	-264.00
Check	10/11/2019	1061	Foster Home Journal	Oct 2019 ad	-119.00
Check	10/11/2019	1062	Valley Breeze, The	Invoice 73030 10/03/19	-230.00
Credit Card Charge	10/15/2019				-1,504.11
Check	10/28/2019	1064	Sandy Lane Meat Market	turkey purchase	-817.29
Check	10/28/2019	1065	Marzano, Deirdre	reimbursement for brown sugar & butter for squash	-39.77
Check	10/28/2019	1066	Printcraft Inc	1000 placemats	-147.33
Check	10/28/2019	1066	Printcraft Inc	layout and proofing	-200.00
Check	10/28/2019	1067	Town of Coventry Special Detail Fund	Invoice #19-349 - 10/21/19	-328.20
Total Turkey Supper Expenses 14					-3,649.70
Total NON-BUDGET EXPENSES					-3,649.70
TOTAL					11,565.70

NOTE: ADVERTISING COSTS SHOULD HAVE BEEN PAID FROM OPERATING BUDGET. ACTUAL PROFIT \$ 11,944.70 -

10/15/19
Accrual Basis

Trinity Episcopal Church
20 Week Benefit Details
January 1 through October 15, 2019

2019 file

Type	Date	Num	Name	Memo	Clr	Split	Amount
NON-BUDGET INCOME							
20 Week Benefit							
General Journal	05/05/2019	2977.00		2977.00			475.00
General Journal	05/12/2019	1239.00		1239.00			665.00
General Journal	05/20/2019	Square		Square			680.75
General Journal	05/20/2019	666.00		666.00			520.00
Sales Receipt	05/26/2019		Operating Income	NON-BUDGET INCOME:20 Wee...		Navigant Operating Check...	175.00
General Journal	06/02/2019	1623		\$1623.00			350.00
Deposit	06/03/2019		Square	SQUARE		ECW 20 Week Benefit	106.97
General Journal	06/09/2019	215		\$215			100.00
General Journal	06/16/2019	1703.00		1703.00			90.00
Deposit	06/17/2019			per NCU - KDS 6/18		ECW 20 Week Benefit	97.25
General Journal	06/23/2019	2069.00		2069.00			115.00
Deposit	06/24/2019			SQUARE		ECW 20 Week Benefit	48.62
General Journal	06/30/2019	\$427		427.00			50.00
Deposit	07/08/2019		Square	20 week club deposit		ECW 20 Week Benefit	165.32
General Journal	07/09/2019	\$805		\$805			200.00
General Journal	07/09/2019	\$805		\$805			215.00
General Journal	08/04/2019	\$75		\$75			25.00
General Journal	08/11/2019	\$470		\$470			110.00
General Journal	08/12/2019	SQUARE		20 Week			77.80
Deposit	08/19/2019			PayPal		ECW 20 Week Benefit	57.78
General Journal	08/25/2019	\$1371		\$1371			135.00
General Journal	09/01/2019	672		\$672			340.00
General Journal	09/08/2019	405		\$405			175.00
General Journal	09/15/2019	2631		restricted 2631.00			60.00
Total 20 Week Benefit							5,034.49
Total NON-BUDGET INCOME							5,034.49
NON-BUDGET EXPENSES							
20 Week Club Expense 18							
Check	05/23/2019	885	Jackson, Cheryl	5/5 winner		ECW 20 Week Benefit	-25.00
Check	05/23/2019	1001	Giovine, Kathleen	5/12 winner		ECW 20 Week Benefit	-25.00
Check	05/23/2019	1002	Nelson, Charlie	5/19 winner		ECW 20 Week Benefit	-25.00
Check	06/07/2019	1009	Garnsey, Norma	5/5 winner		ECW 20 Week Benefit	-25.00
Check	06/07/2019	1007	Gaddes, Steve	5/12 winner		ECW 20 Week Benefit	-25.00
Check	06/07/2019	1008	Hartley, Mary Jane			ECW 20 Week Benefit	-25.00
Check	06/07/2019	1010	Harrison, Gail			ECW 20 Week Benefit	-25.00
Check	06/07/2019	1011	Heywood, Janice			ECW 20 Week Benefit	-25.00
Check	06/07/2019	1012	Donnelly, Lynn			ECW 20 Week Benefit	-25.00
Check	06/07/2019	1013	Gregory, Kristine			ECW 20 Week Benefit	-25.00
Check	06/24/2019	1018	Blackmore, Mary	20 wk winner June 9		ECW 20 Week Benefit	-25.00
Check	06/24/2019	1019	Nelson, Joan	20-wk winner June 9		ECW 20 Week Benefit	-25.00
Check	06/24/2019	1020	Owens, Sandy	20 wk winner June 16		ECW 20 Week Benefit	-25.00
Check	06/24/2019	1021	Shurtleff, Richard	20 wk winner June 23		ECW 20 Week Benefit	-25.00
Check	06/24/2019	1022	Greenough, Michelle	20-week club winner June 23		ECW 20 Week Benefit	-25.00
Check	06/24/2019	1023	Jackson, Cheryl	20 week club winner June 30		ECW 20 Week Benefit	-25.00
Check	06/24/2019	1024	Melarango, Renee	20 week club winner June 30		ECW 20 Week Benefit	-25.00

10/15/19
Accrual Basis

Trinity Episcopal Church
20 Week Benefit Details
January 1 through October 15, 2019

Type	Date	Num	Name	Memo	Clr	Split	Amount
Check	06/24/2019	1025	Mintel, Marilyn	20 week club winner June 16		ECW 20 Week Benefit	-25.00
Check	07/29/2019	1030	Giovine, Kathleen	July 7 winner		ECW 20 Week Benefit	-25.00
Check	07/29/2019	1031	Melarango, Joan	July 7 winner		ECW 20 Week Benefit	-25.00
Check	07/29/2019	1032	Smith, Mary Jane	July 14 winner		ECW 20 Week Benefit	-25.00
Check	07/29/2019	1033	Guglielmi, June	July 14 winner		ECW 20 Week Benefit	-25.00
Check	07/29/2019	1034	Shurtleff, Jill	July 21 winner		ECW 20 Week Benefit	-25.00
Check	07/29/2019	1035	Marzano, Frank	July 21 winner		ECW 20 Week Benefit	-25.00
Check	08/14/2019	1037	Martel, Donna	20 Week Club Winner Aug 11		ECW 20 Week Benefit	-25.00
Check	08/14/2019	1038	Mintel, Marilyn	20 Week Club Winner Aug 11		ECW 20 Week Benefit	-25.00
Check	09/03/2019	1041	Martel, Donna	Jul 28		ECW 20 Week Benefit	-25.00
Check	09/03/2019	1042	Melarango, Joan	Aug 4		ECW 20 Week Benefit	-25.00
Check	09/03/2019	1043	Bouthillier, Robert A	Aug 18		ECW 20 Week Benefit	-25.00
Check	09/03/2019	1044	Hutchings, Shirley	8/25		ECW 20 Week Benefit	-25.00
Check	09/03/2019	1045	Giovine, Kathleen	Aug 18		ECW 20 Week Benefit	-25.00
Check	09/03/2019	1046	Melarango, Renee	Aug 25		ECW 20 Week Benefit	-25.00
Check	09/03/2019	1047	Schumacher, Phyllis (vendor)	Sep 1		ECW 20 Week Benefit	-25.00
Check	09/06/2019	1048	Lemire, Kelly	7/28		ECW 20 Week Benefit	-25.00
Check	09/06/2019	1049	Marzano, Deirdre	Aug 4		ECW 20 Week Benefit	-25.00
Check	09/06/2019	1050	Maynard, Linda	Sep 1		ECW 20 Week Benefit	-25.00
Check	09/11/2019	1051	Schumacher, Mitt	final		ECW 20 Week Benefit	-50.00
Check	09/11/2019	1052	Greenough, Michelle	final		ECW 20 Week Benefit	-50.00
Check	09/11/2019	1053	Marzano, Deirdre	final		ECW 20 Week Benefit	-50.00
Check	09/11/2019	1054	Newkirk, Susan	final		ECW 20 Week Benefit	-50.00
Check	09/11/2019	1055	Maynard, Linda	final		ECW 20 Week Benefit	-50.00
Check	09/12/2019	1057	Spadazzi, Deirdre	final week		ECW 20 Week Benefit	-50.00
Credit Card Charge	09/13/2019			Dinner		Navigant Visa 0688	-448.48
Check	10/01/2019	1059	Greenough, Justin	20 week BBQ		ECW 20 Week Benefit	-107.17
Total 20 Week Club Expense 18							-1,755.65
Total NON-BUDGET EXPENSES							-1,755.65
TOTAL							3,278.84

Pratt

Stewardship Report

November 21, 2019

Respectfully submitted by Jim Segovis, Chair

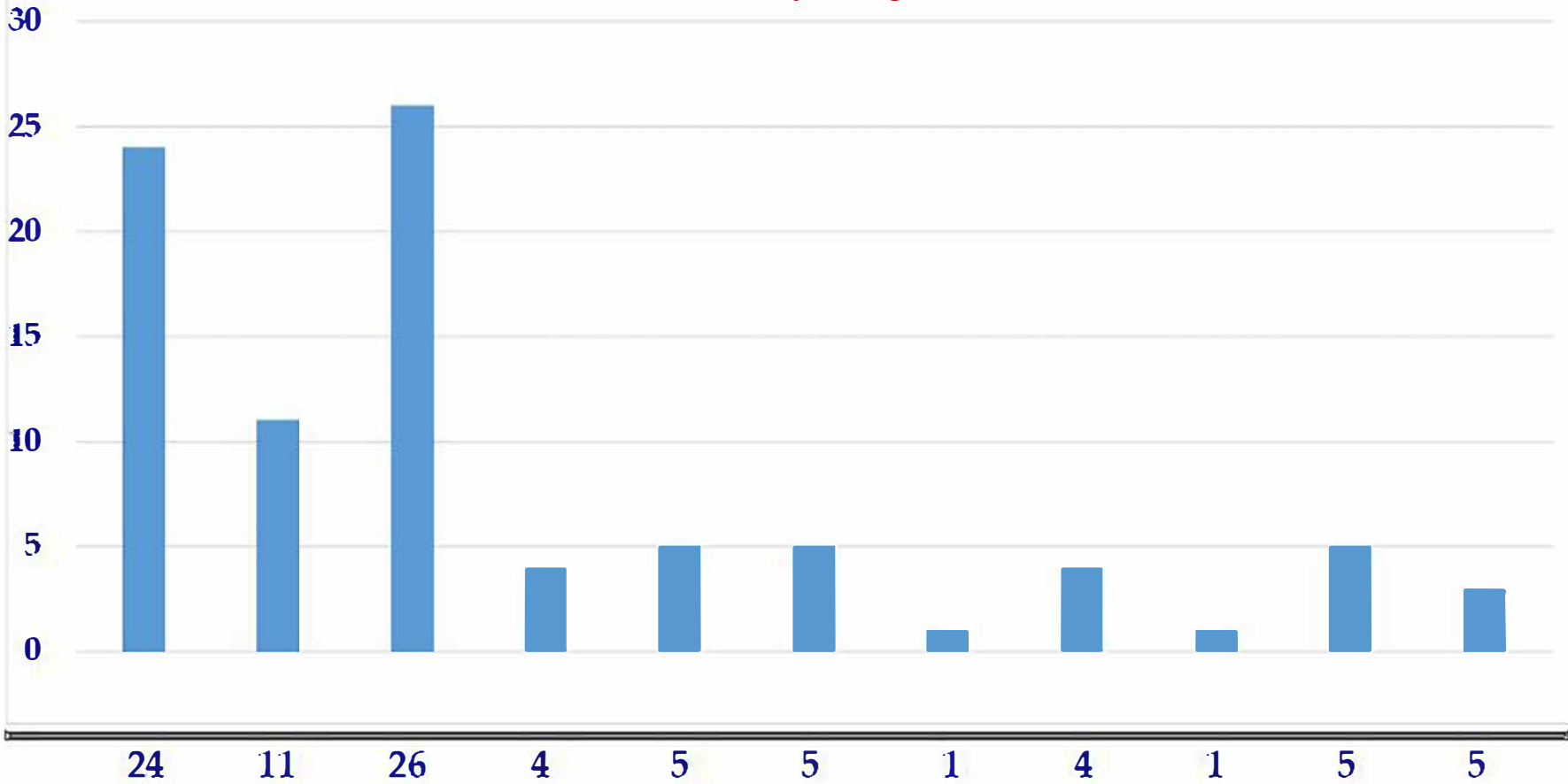
Committee Members: Reverend Johanna Marcure, June Gugleilmi, Donna Martel, Deborah Pierson and Phyllis Schumacher

The Stewardship Committee was very busy this month. Our Blessing Jar activity collected \$1,817.77. This was definitely higher than what was expected. These funds will be contributed to this year's operating budget. We intend to conduct this event again next year about the same time of the year.

At the beginning of the month, we held a successful stewardship activity during the Men's Second Sunday Breakfast. Justin Greenough gave an inspiring stewardship talk before the Men's Breakfast to lead off the event. Our church members responded to a number of thought questions led by a table facilitator. (See the attached list of questions and the participants' responses.) We intend to use these responses to capture and reinforce the very positive feelings that our Trinity members feel towards our church community.

We continue sending our Stewardship letters centered on our theme: "Shining Our Light." We have sent letters from the rector, stewardship chair and the Senior Warden. This coming Sunday will be Harvest Sunday. We will be collecting the pledge cards for next year along with the Talent Surveys. Overall, our goal continues to be \$200,000 in pledges. This goal requires us to raise our pledge total by 9.9%. This amount should be an attainable goal for our congregation. It is a realistic total for providing a fundamental financial base without pressuring our congregation to be overly dependent on fund raising. Unfortunately, however, it has a fundamental challenge in that 27% of our church gives less than \$10 per week in pledges and 39% give less than \$20 per week. (Please see the attached Pledge Giving Chart.) A broader discussion needs to take place on how we can approach raising our average per person to attain the higher figure.

2019 Weekly Pledges



Number of Pledge Responses

(\$1-10) (\$11- 20) (\$21- 30) (\$31-30) (\$41-50) (\$51-60) (\$61-70) (\$71-80) (\$81-90) (\$90- 00) (\$101- 40)

Range of Pledge Amounts Per Category

27% 12% 29% 4% 5.5% 5.5% 1% 4% 1% 5.5% 5.5%

Percent for Each Category

Prayers for the Ingathering of Pledge Cards and Talents Surveys...

Leader In peace, let us pray to the Lord: For the Church of God, that we may be filled with love, generosity and truth so to transform our communities and our world;

People **May your light guide us and shine through us.**

Leader For all in positions of leadership at Trinity, that they may shine your light brightly;

People **May your Spirit inspire them with creativity, renew their energy, and give them wisdom and love.**

Leader For blessings on all of our ministries,

People **May each of us love and serve you in ways that shine your light in our communities and beyond to free your world from poverty, famine and oppression.**

Oh God, in your infinite generosity you have created a world with resources to sustain all of your children with abundance of food, work and recreation. Help us to let our light shine so brightly the whole world can witness your glory. In the name of Jesus, we pray. Amen.

Children's Processional...He is King of kings

LEVAS 96

Refrain: He is King of kings, He is Lord of Lords; Jesus Christ, the first and last—no man works like him.

He built his throne up in the air—no man works like Him; And called the saints from ev'er where no man works like Him. (*Refrain*)

I was but young when I begun—no man works like Him; but now my race is almost won—no man works like Him. (*Refrain*)

Sunday's Choir Anthem...We Gather Together

Kremser/arr. Walton

We gather together to ask the Lord's blessing; he chastens and hastens his will to make known; the wicked oppressing now cease from distressing, sing praises to his name: he forgets not his own. Sing a grateful alleluia.

Beside us to guide us, our God with us joining, ordaining, maintaining his kingdom divine; so from the beginning the fight we were winning: thou, Lord, at our side, all glory be thine!

Buildings & Grounds

November 21, 2019

Respectfully submitted by John Olmes

The largest projects completed were the painting of the exterior of both the church and hall. I believe it had been 18 years since it was last painted and cleanup of the "stump dump"- an unsightly area located just to the side of the rectory. This area was created by the removal of trees damaged during a storm in November 2017.

The committee also worked in Aldrich Hall constructing a wall near the staircase to create greater storage and we replaced floor and ceiling tiles. We cleaned, painted & installed a new roof on the storage sheds and corrected drainage problems in that area. Throughout the summer we cut and trimmed the lawn from the Rectory to the Community Hall. Edging was installed along the church driveway to address erosion and with the help of volunteers we struggled to meet the constant need for weeding around the property.

Eric Peterson replaced rotted wood and refurbished windows in both the Undercroft and the rear of the church.

Estimates received on these projects totaled \$12,426. By completing some of the work ourselves, negotiating with vendors known to our committee members and donating materials, the final cost for these projects was \$8,100 yielding a savings of \$4,327 for the parish.

Some projects we are looking at in the coming year are repairs to the windows and stairs on Graham Hall, Painting the steeple, landscaping needs of the property including the area between the church and rectory and painting the interior of Graham Hall. All projects will be submitted to the Vestry for approval and pending availability of funds. Estimated costs for these tasks will be submitted to the budget committee.

Sunday School Report

November 21, 2019

Respectfully submitted by Sunday School Committee Members

Committee Members: Shirley Hutchings, Renee Melaragno, Christopher Picozzi, Megan Picozzi, Jill Shurtleff, Mary Jane Smith, and Rev. Johanna Marcure, *ex-officio*.

The Sunday School's theme for the month of December will be *New Beginnings* since we are entering a new liturgical year.

December 1st: Advent Wreath Making

December 8th: No Sunday School

December 15th: Sock Sunday

At 9:00 we will gather in Aldrich Hall and separate and stuff socks with candy and start wrapping, but we will continue to wrap after the service. We will invite others from our parish family to join us in wrapping the rest of the socks during coffee hour.

December 22nd:

Special Movie : Mary Jane told us a movie suggestion but I didn't write it down or we can watch *The Star*, both movies are about the coming of Jesus.

Monday, January 6th - Epiphany Service