

...delighting in our neighbor enough to serve for their sake...

**Agenda · Vestry Meeting · February 21, 2019
6:30 pm – 8:00 pm**

Gathering

Opening Prayer and Call to Order

Review and Approval of January vestry minutes.

Review of Annual Meeting Minutes

1. Rector's Time:

- Vestry 101
Roles and Responsibilities | Expectations | Retreat
- 2019 Challenges
Sustainability | Formation
- Website
- Telephone System

2. Follow up from January Vestry:

- Update on Providence Water Board | Town Counsel Application Process.
- Kitchen Rental Committee Members

3. Reports:

- Property Committee
- Treasurer's Report
- Clarification of Additional Reports as Necessary.

Closing Prayer and Adjournment

THE JESUS MOVEMENT:

***We're Following Jesus into Loving, Liberating, and Life-Giving Relationship with God,
with Each Other, and with Creation***

*Look around and notice wherever you see people nurturing relationship: with God,
with each other, and with creation. What's happening? What's helping people to heal
and live in sync with God, with each other, and with the earth? What are the fruits of
these relationships?*

Vestry Minutes

Minutes of the Vestry Meeting held on January 17, 2019

Prepared by: Lynette Cunningham

9 Present: Rev. Johanna, Donna Martel, Susan Newkirk, Renee Melaragno, Bob Bouthillier, Kathy Giovine, Megan Picozzi, Jim Segovis, Jill Shurtleff.

5 Absent: Scott Fraser, Lynette Cunningham, Jackie Horner, Levond Jones, Terry Yeaw.

Meeting opened with poem and quiet time at 6:35 pm.

Review and approval of December 2018 Vestry minutes:

Susan requested the wording in the motion at the bottom of page 1 be changed to: "A motion was made and seconded to recommend that Trinity Episcopal Church in North Scituate, R.I. designate the following amount as clergy housing allowance for 2019 in accordance with the Internal Revenue Code (section 107)."

A motion was made and seconded to amend the minutes as stated. All agreed, no opposed.

ACTION ITEMS FROM OUR DECEMBER VESTRY MEETING:

1. Rev. Johanna informed the Vestry that Terry spoke with the Water Board and determined that the process will not be as costly as originally thought. Since Terry is not here to speak on this subject, the topic will be taken up with the new Vestry when Terry is present.
2. The topic of Kitchen Rental will be tabled until the next Vestry meeting.

RECTOR'S TIME

- Government Shutdown: Rev. Johanna asked how the Vestry felt about letting people in the community know that Trinity can help those affected by the government shutdown through our Food Closet and Thrift Store. We will look into posting this on Facebook.
- Winter storms: We need to have a discussion on what is the best way to let parishioners know if church services are canceled. Rev. Johanna will be in conversation with wardens in regard to this topic.

- Communications Proposal: (see attached) Rev. Johanna stated that we will pay for the hosting and domain, and Justin will recreate our website. He will work with our new office administrator.

A motion was made and seconded to accept Justin's Trinity Website Proposal. All agreed, no opposed.

- Shrove Tuesday: Rev. Johanna will talk with Megan to discuss the details of Shrove Tuesday Pancake Supper.

NEW BUSINESS

Jill requested the use of Aldrich Hall for to hold a benefit dinner (macaroni and meatballs) to raise money for Autism Project/Pathways. Rev. Johanna suggested offering Aldrich Hall free of charge for the benefit dinner.

A motion was made and seconded to allow Jill to use Aldrich Hall free of charge for a macaroni and meatball dinner to benefit Autism Project/Pathways.

REPORTS

Nominating Report

The report of the nominating committee was presented to the vestry. The report will be presented for approval at the Annual Meeting.

Stewardship Report

Jim stated that we are slightly behind in pledges. We have to continue attracting new people to come join our congregation.

Finance Committee

2019 Proposed Budget was presented and with explanation.

A motion was made and seconded to approve the 2019 Proposed Budget. All agreed, no opposed. The 2019 Budget will be presented to the congregation at the Annual Meeting for adoption.

Property Committee

The property committee report was presented and discussed. Susan suggested that rather than taking money out of the DIT to pay 75% to Liddell, we carry a negative balance in the Capital Campaign and pay money from the restricted account.

A motion was made and seconded to use money from the restricted account. All agreed, no opposed.

Treasurer's Report

The Treasurer's Report was presented. Susan stated that the Accessibility/Safety Grant be taken off the table until there is a greater need for it.

A motion was made to accept the Treasurer's Report for audit. All agreed, no opposed.

Worship Committee

The Worship Committee report was presented. Rev. Johanna mentioned that there had been some complaints about flash photography and movement during some of the services. It was suggested at the last worship committee meeting that we have more intentional advertising for services. Rev. Johanna began a conversation about making the greening of the church a community event.

Outreach

Jill will apply for grant for the Food Closet.

Meeting ended with a closing prayer at 9:20 pm.

Trinity Episcopal Church | North Scituate, R.I.
Annual Parish Meeting Minutes: January 27, 2019
Respectfully prepared by: Renee Melaragno,
Clerk of the Vestry

The Rev. Johanna Marcure opened the Annual Meeting at 10:30 am with prayer.

1. It was established that the quorum was met for the meeting with 79 people signing the register.
2. Rev. Johanna asked parishioners to review the minutes from the 2018 Annual Meeting.

Motion was made and seconded to accept the minutes from the 2018 Annual Meeting. All agreed, no opposed.

3. 2018 Sacramental Record Report

Rev. Johanna stated there were: 3 Baptisms; 2 Marriages; and 7 Burials in 2018.

4. Rev. Johanna thanked the outgoing Vestry members.

A motion was made and seconded to open the polls at 10:45 am. All agreed, no opposed.

5. Scott Fraser presented the 2019 Slate of Officers and at-large Vestry Members, as well as the Delegates/Alternate Delegates to the 2019 DRI Convention. (see attached report)
Rev. Johanna asked for any nominations from the floor. There were none at this time.

6. Rector's Address

Rev. Johanna compared all of us here at Trinity to jewels sewn into the fabric of Trinity's tapestry. Our individual gifts, when combined, make us whole. Each individual is a valuable member of our community. Trinity needs to be a place where we learn to ask and re-ask the same questions: *Why, What if... and How*. Rev. Johanna stated that she will challenge all of us to be more invitational in all we do.

7. Treasurer's Report

Norm Shardlow stated that the existing crossing light is not bright enough. Norm suggested we go back to the state and request a brighter light.

John Holmes stated that the lights are bright. He feels the signage needs to be better. The signage should be placed in an area where drivers will have enough time to slow down before reaching the church crosswalk. Rev. Johanna stated that this topic will be an action item. We will go back and work with the state in terms of regulating the speed limit on the road in front of the church. We will move forward with this as the new Vestry begins its work this year.

Motion was made and seconded to accept the 2018 Treasurer's Report as presented for audit. All agreed, no opposed.

Review and Approval of 2019 Proposed Budget. Rev. Johanna stated that the Vestry has approved this budget, and it is now up to the congregation to agree to adopt this budget.

A motion was made and seconded to adopt the 2019 Proposed Budget. All agreed, no opposed.

8. Stewardship Report
9. Questions/Clarification on Annual Reports
10. Election of 2019 Officers and at large Vestry Members

Motion made and seconded to close the polls at 11:47. All agreed, no opposed.

Motion was made and seconded to suspend the requirement in the by-laws, which stipulate that a warden shall have previously served as a member of the Vestry for the 2019 Annual Meeting. All agreed, no opposed.

Rev. Johanna asked the Clerk of the Vestry to cast one ballot to approve the 2019 Slate of Officers and at-large Vestry Members.

Renee Melaragno, Clerk of the Vestry, cast one ballot to approve the 2019 Slate of Officers and at-large Vestry Members. All agreed, no opposed.

Rev. Johanna asked the Clerk of the Vestry to cast one ballot to approve the Delegates/Alternate Delegates to 2019 DRI Convention.

Renee Melaragno, Clerk of the Vestry, cast one ballot to approve the Delegates /Alternate Delegates to 2019 DRI Convention. All agreed, no opposed.

Following a closing prayer, the Annual Meeting was adjourned at 11:55 am.



Cox Account Rep:	Keira Norman	Cox System Address:
Phone Number:	401-262-7396	9 JP Murphy
Fax Number:	401-615-7472	West Warwick, RI 02893

Customer Information		Authorized Customer Representative Information	
Legal Company Name:	Trinity Episcopal Church	Full Name:	Susan Newkirk
Street Address:	249 DANIELSON PIKE	Billing Contact:	401-647-2322
City/State/Zip:	North Scituate, RI 02857	Fax:	
Billing Address:		Contact Number:	401-647-2322
City/State/Zip:		Email Address:	trinity.northscituate@gmail.com
Cox Account #:	238-3181814-01		
Merge Bill	No		
Taxes and Fees Not Included			

Service Address: 249 DANIELSON PIKE, North Scituate, RI, 02857	Phone: 401-647-2322
	Cox Account ID: 238-3181814-01

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
VoiceManager Essential Package		1	\$15.00	36	New	\$15.00	
Network Interface Fee - Single Line		1	\$7.50	M-M	New	\$7.50	
IP Centrex Complete		3	\$37.99	60	New	\$113.97	
Cox Service Assurance Plan		3	\$5.00	60	New	\$15.00	
Cox Business Unlimited		3	\$0.00	60	New	\$0.00	
Individual Business Mailbox		3	\$0.00	60	New	\$0.00	
5Mb SIP Trunk Group Port		1	\$0.00	60	New	\$0.00	
Polycom VVX 411 12 Button Leased		3	\$0.00	60	New	\$0.00	
IP Centrex Analog Seat		1	\$15.00	60	New	\$15.00	
Cox Business Unlimited		1	\$0.00	60	New	\$0.00	
Individual Business Mailbox		1	\$0.00	60	New	\$0.00	
Multi-Level Auto Attendant - Advanced		1	\$0.00	60	New	\$0.00	
IP Centrex Call Path		3	\$0.00	60	New	\$0.00	
Network Interface Fee - Multi-Line		3	\$9.25	M-M	New	\$27.75	
CBI 50 - 50Mbps x 10Mbps	1	1	\$64.99	36	Amendment	\$64.99	
VoiceManager Install		1	\$0.00				\$0.00
Customer Training - Virtual Training		1	\$0.00				\$0.00
IP Centrex Activation		3	\$0.00				\$0.00
IP Centrex Activation		1	\$0.00				\$0.00
Equipment Description		Quantity		Unit Price		Total Fee	
Totals for Trinity Episcopal Church:		MRC:	\$259.21	NRC:	\$0.00	Equipment Cost:	\$0.00

Service Address: 247 DANIELSON PIKE, North Scituate, RI, 02857

Phone: 401-647-2322

Cox Account ID: 238-3181893-01

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
CBI 50 - 50Mbps x 10Mbps	1	1	\$64.99	36	Amendment	\$64.99	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for Trinity Episcopal Church:		MRC: \$64.99	NRC: \$0.00	Equipment Cost:		\$0.00	
Totals for all Accounts :		MRC: \$324.20	NRC: \$0.00	Equipment Cost:		\$0.00	

Special Conditions

The parties acknowledge and agree that the Cox Business Service Assurance Plan (CSAP) fees include the cost of installing straight runs of standard Cat5 cabling. These include wiring up to 250 feet via drop ceilings or other accessible areas. More extensive wiring requirements (e.g., >250 feet, drilling through concrete walls, plenum, riser cables, conduit install required, Aerial Cat5 required, Flooded Cat5 required, Cat6 or Cat6 Plenum required) may incur additional expense.

Promotion Details

This Commercial Services Agreement (the "Agreement") includes (i) this paragraph, the language above and Exhibit A (collectively, the "Service Terms"); (ii) the terms and conditions set forth at <http://ww2.cox.com/aboutus/policies/business-general-terms.cox> (the "General Terms") and (iii) any other terms and conditions applicable to the Services set forth above, including without limitation, the Cox tariffs, Service Guides set forth at <http://ww2.cox.com/business/voice/regulatory.cox> ("SG"), State and Federal regulations, the Cox Acceptable Use Policy (the "AUP"), and Cox's Internet Service Disclosures located at www.cox.com/internetdisclosures. Exhibit A is attached to and incorporated into this Agreement by this reference. Customer acknowledges receipt and acceptance of the Service Terms (including Exhibit A), the AUP, General Terms, and all other referenced terms and conditions by signing this Agreement. By signing this Agreement, Customer accepts that any and all disputes arising out of, relating to or concerning this Agreement and/or the Services shall be resolved through mandatory and binding arbitration unless Customer opts out pursuant to the Dispute Resolution Provision in the General Terms. This Agreement is subject to credit approval and Customer authorizes Cox to check credit. The prices above do not include applicable taxes, fees, assessments or surcharges which are additional and may change. This proposal is valid provided Customer signs and delivers this Agreement to Cox unchanged within thirty (30) days from the date above. By signing this Agreement, Customer acknowledges that if (i) the transport Service(s) (e.g. Private Line Type Services, Ethernet Services) cross state boundaries or (ii) at least 10% of traffic on said transport Service(s) is Interstate in nature or designated for Internet traffic, then the entire transport Service(s) is considered Interstate. Customer has reviewed the interstate/intrastate designation of the transport Service(s) listed in the Service Description above and attests that all such designations are correct. Each party may use electronic signature to sign this Agreement, provided the electronic signature method used by Customer is acceptable to Cox. This Agreement shall be effective upon execution by Customer and "Acceptance" by Cox. "Acceptance" of the Agreement by Cox shall occur upon the earlier of (i) Cox's countersignature of this Agreement or (ii) Cox's installation of Service at Customer's location. Customer acknowledges that it has read and understands the 911 disclosures in Section 2 of the Service Terms. By signing this Agreement, you represent that you are the authorized Customer representative.

Customer Authorized Signature	CoxCom, LLC; Cox Rhode Island Telcom, LLC; Cox Connecticut Telcom, LLC
Signature:	Signature:
Print:	Print:
Title Position:	Title Position:
Date:	Date:

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE <http://ww2.cox.com/business/voice/regulatory.cox>.

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide

related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at <http://ww2.cox.com/aboutus/policies/business-policies.cox>, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license.

Hearing Aid Compatibility and Plantronics Headsets

BACKGROUND

As part of the Hearing Aid Compatibility Act (HAC), the Federal Communication Commission (FCC) provides specifications that detail the performance of "HAC approved" assistive listening products. These products include, for example, hearing aids, telephones, and headsets. Although compliance with HAC regulations should improve usability, it does not guarantee that telephones and headsets will work together acceptably. Hearing loss and hearing aids are highly individualized and, as a result, it is always prudent for users to try the various product solutions available to them.

The scope of this memo discusses HAC devices and telecoil hearing aids and how Plantronics headsets perform with them.

Many hearing aids have pick-up coils referred to as telecoils, or T-Coils, that can be used to replace the hearing aid microphone. The use of hearing aids fitted with telecoils is on the rise and currently many hearing aids have this feature. Telecoils may eliminate problems of unavailable acoustic access or unwanted feedback. Although HAC regulations regarding telecoils do not dictate that our headsets be "HAC approved", questions about the usability of Plantronics headsets by individuals wearing hearing aids frequently arise.

There is a huge number of combinations with regard to hearing impairments and assistive devices. If the user is not wearing a T-Coil hearing aid then Plantronics makes no recommendation.

HEARING AID TYPES

Compatibility concerns can be mechanical as well as electrical and, as a result, it is necessary to understand the different types of hearing aids in relation to the different types of headsets. There are four basic configurations of hearing aids: behind-the-ear (BTE), in-the-ear (ITE), in-the-canal (ITC) and completely-in-the-canal (CIC).

Behind-the-ear (BTE) aids are supported by an earhook and rest substantially behind the ear. The microphone is usually positioned at the apex of the ear. A receiver in the body of the aid produces sound that travels through a tube within the hook. This connects in turn to a flexible tube terminated in an ear mold at the ear canal. BTE aids frequently have a telecoil which can be connected in place of the microphone by manual actuation of a miniature switch. The telecoil picks up magnetic flux from the telephone handset receiver. This is necessary because the microphone of the BTE aid is not in a position to pick up the acoustic output of the handset receiver.

In-the-ear (ITE) aids partially fill the concha, or bowl, of the ear. A receiver inside is ported directly to the ear canal. ITE aids frequently incorporate a telecoil, even though the microphone of the ITE aid is in the acoustic path of the telephone handset receiver. There is a tendency for the ITE aid to feedback (howl) when the ear is covered by the telephone receiver; this feedback is avoided when the telecoil pick-up is used.

In-the-canal (ITC) aids are small enough to be contained predominately within the ear canal. Due to size constraints, they may not contain telecoils.

Completely-in-the-canal (CIC) aids fit completely in the canal portion of the ear. Due to their very small size, they may not contain telecoils.

COMPATIBILITY BY HEADSET TYPE

Plantronics SupraPlus headset models H251H (monaural) and model H261H (binaural) are special headsets fitted with HAC speakers that emit high levels of magnetic energy. SupraPlus models H251N and H261N, and EncorePro models 510 and 520 also meet HAC requirements. These headsets are compatible with T-Coil hearing aids.

Most Plantronics headsets do not comply with HAC regulations. This is because they do not have speakers that produce the level of magnetic energy required by HAC regulations.

NECK LOOP PENDANTS

Many companies offer neck loop pendants in both corded and cordless Bluetooth® configurations. Neck Loops are designed to emit large amounts of magnetic energy and they are used in conjunction with T-Coil hearing aids. The "Loop" is worn around the user's neck and produces magnetic energy that is picked up by the T-Coil hearing aid. Most neck loops are also fitted with built-in microphones. Headsets are not used with neck loop pendant systems.

SUMMARY

Hearing disabilities and the use of hearing aids cover a huge range of different situations. Although Plantronics provides HAC approved headsets as noted in the table below, companies that specialize in assistive listening products are typically best at determining appropriate solutions for individual customers. Companies such as HARC Solutions (www.harc.com), Harris Communications (www.harriscomm.com), and Sound Clarity (www.soundclarity.com) not only resell Plantronics products, but are also best able to provide complete assistive listening solutions to customers with hearing disabilities.

Plantronics does not offer any recommendations with regard to the use of wireless headset products and hearing aids. This is due to the large number of use cases coupled with potential interference, both RF and acoustical, caused by the devices in close proximity to hearing aids.

Hearing Aid Compatibility Headsets

Assumes telecoil feature is available in hearing aid

HEADSET MODELS:



SupraPlus (monaural)
H251H



SupraPlus (binaural)
H261H



EncorePro 510V



EncorePro 520V



EncorePro HW510
EncorePro HW510D



EncorePro HW520
EncorePro HW520D



EncorePro HW515 USB



EncorePro HW525 USB

Treasurer's Report

February 2019

Prepared by: Susan Newkirk

Old Items – Updated:

One Time Event: The balance owed to the Restricted Account was reduced from \$6,199.01 to \$5699.01. We will continue to pay \$500 per month as funds are available.

Crossing Light: Payment to Liddell was made in the amount of \$17,028.60. When work is completed the remaining balance will be paid.

Financial Report –Items to Address:

Budget vs. Actual Report: All items listed on the January Treasurer Summary Report that needed adjustment have been corrected. Items needing adjustment this month are as follows:

Page 1 Income –Turkey Supper/placemat money was received for unpaid 2018 advertisement. Customer sent two checks in error so, the customer advised me to keep the second check and apply it to the 2019 placemat advertisement. \$225 will be moved to the Restricted Turkey Supper account.

Page 3 Payroll – Expense for Office Consultant was recorded under Parish Admin in error. Funds to be moved to Office Consultant line item.

Utilities/Electric – The expense was not split out for the Undercroft and Hall. Requested this be adjusted.

Page 4 Worship expense of \$163.99 listed under other. We may need to create a category if this is an expense that could re-occur. "Other" should be for miscellaneous items. Accountant was notified and will advise when corrections and review is completed.

Balance Sheet: The process of moving funds and closing some Restricted accounts has begun. On 2/11/19 some balances were moved from the Restricted to the Operating. A few corrections need to be made to these transactions. See "Transferred from Restricted

February 2019" in this packet. Once these corrections are processed \$17,399.22 will have been moved to the Operating account to support the budget. The next step will be to move funds previously identified into the DIT investment account. The amount to be moved to the DIT is \$17,131.91.

Credit Card: Application has been completed and we have the financial documents from the accountant. The final step is to obtain Rev. Johanna's signature. Once the signature area is completed the application will be submitted to the bank. The number of cards requested at this time will be one, in Rev. Johanna's name, unless otherwise determined by the rector or vestry.

New Items

Restaurant Depot Card: The restaurant depot card cannot be located. The card could have fallen between the file cabinet and the desk. I will be requesting a replacement card if the current card cannot be found.

Banking: Authorization for check signing.

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

	Jan 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
DIT INVESTMENT INCOME 4	0.00	11,000.00	-11,000.00	0.0%
FUNDRAISING 5				
Turkey Supper Proceeds	450.00			
FUNDRAISING 5 - Other	0.00	29,377.00	-29,377.00	0.0%
Total FUNDRAISING 5	450.00	29,377.00	-28,927.00	1.5%
OTHER INCOME 5				
Hall Rental				
AA Donation	200.00	800.00	-600.00	25.0%
Aldrich Hall Rental	100.00	2,600.00	-2,500.00	3.8%
Total Hall Rental	300.00	3,400.00	-3,100.00	8.8%
Interest Income	7.39	75.00	-67.61	9.9%
Misc Income / Other Sources	0.00	600.00	-600.00	0.0%
Thrift Shop	0.00	9,000.00	-9,000.00	0.0%
OTHER INCOME 5 - Other	0.00	17,200.00	-17,200.00	0.0%
Total OTHER INCOME 5	307.39	30,275.00	-29,967.61	1.0%
TITHES & OFFERINGS 3				
Altar Guild/Season Memorials	360.00	4,250.00	-3,890.00	8.5%
Christmas	0.00	1,000.00	-1,000.00	0.0%
Easter	0.00	1,500.00	-1,500.00	0.0%
Good Friday 11	0.00	1,300.00	-1,300.00	0.0%
Plate-Non Pledge Offering	555.00	2,500.00	-1,945.00	22.2%
Pledges				
Vanco-Capital Campaign	60.00			
Vanco-Pledge Fund	1,673.91			
Pledges - Other	12,271.00	175,000.00	-162,729.00	7.0%
Total Pledges	14,004.91	175,000.00	-160,995.09	8.0%
Pledges Prior Year	260.00	1,500.00	-1,240.00	17.3%
Special Offering	118.00	1,300.00	-1,182.00	9.1%
TITHES & OFFERINGS 3 - Other	0.00	1.00	-1.00	0.0%
Total TITHES & OFFERINGS 3	15,297.91	188,351.00	-173,053.09	8.1%
Total Income	16,055.30	259,003.00	-242,947.70	6.2%
Gross Profit	16,055.30	259,003.00	-242,947.70	6.2%
Expense				
ADVERTISING 14	0.00	1,300.00	-1,300.00	0.0%
APPORTIONMENT 12	2,807.00	33,700.00	-30,893.00	8.3%
BANK -EFT FEES 14				
Check and Deposit Slip Order	0.00	150.00	-150.00	0.0%
Vanco Fees	57.00	650.00	-593.00	8.8%
Total BANK -EFT FEES 14	57.00	800.00	-743.00	7.1%
BUILDING-A Hall (Kitchen) 14				
Equipment Repair & Maintenance	0.00	1,200.00	-1,200.00	0.0%
Propane	96.55	1,000.00	-903.45	9.7%
Total BUILDING-A Hall (Kitchen) 14	96.55	2,200.00	-2,103.45	4.4%
BUILDING & GROUNDS MAINT 14				
Equipment Maintenance & Repair	0.00	300.00	-300.00	0.0%
Fire Safety & Maintenance	140.00	500.00	-360.00	28.0%

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

	Jan 19	Budget	\$ Over Budget	% of Budget
Floor Maintenance	0.00	600.00	-600.00	0.0%
General Property Repair	0.00	2,000.00	-2,000.00	0.0%
Grounds Maintenance & Landscape	0.00	250.00	-250.00	0.0%
Housekeeping Supplies	0.00	500.00	-500.00	0.0%
HVAC Maintenance & Repairs	0.00	1,200.00	-1,200.00	0.0%
Licenses & Fees	0.00	600.00	-600.00	0.0%
Pest Control	100.00	1,200.00	-1,100.00	8.3%
Snow Removal, Sanding	0.00	3,500.00	-3,500.00	0.0%
Trash Removal	79.35	1,200.00	-1,120.65	6.6%
Water & Sewer Maintenance	0.00	500.00	-500.00	0.0%
BUILDING & GROUNDS MAINT 14 - Ot...	0.00	1,000.00	-1,000.00	0.0%
Total BUILDING & GROUNDS MAINT 14	319.35	13,350.00	-13,030.65	2.4%
CHRISTIAN FORMATION				
Scholarships	0.00	3,000.00	-3,000.00	0.0%
SOS, Wings				
Facilitator	0.00	750.00	-750.00	0.0%
Supplies	0.00	200.00	-200.00	0.0%
Total SOS, Wings	0.00	950.00	-950.00	0.0%
Youth Christian Formation				
Curriculum	0.00	500.00	-500.00	0.0%
Supplies-Activities	0.00	200.00	-200.00	0.0%
Total Youth Christian Formation	0.00	700.00	-700.00	0.0%
Total CHRISTIAN FORMATION	0.00	4,650.00	-4,650.00	0.0%
CONVENTIONS 14	0.00	100.00	-100.00	0.0%
INSURANCE 14				
General Liability	0.00	6,600.00	-6,600.00	0.0%
Worker's Comp	527.00	650.00	-123.00	81.1%
Total INSURANCE 14	527.00	7,250.00	-6,723.00	7.3%
MINISTRIES 14				
Adult Christian Formation				
Supplies	63.50			
Total Adult Christian Formation	63.50			
Outreach				
Community Outreach	0.00	1,300.00	-1,300.00	0.0%
Food Closet	0.00	2,000.00	-2,000.00	0.0%
Total Outreach	0.00	3,300.00	-3,300.00	0.0%
Parish Life				
Hospitality	0.00	1,000.00	-1,000.00	0.0%
Total Parish Life	0.00	1,000.00	-1,000.00	0.0%
Stewardship Program	0.00	450.00	-450.00	0.0%
Total MINISTRIES 14	63.50	4,750.00	-4,686.50	1.3%
OFFICE 14				
Accounting Service	250.00	2,600.00	-2,350.00	9.6%
Computer Servicing & Maintenanc				
Computer Software - Hardware	287.99	700.00	-412.01	41.1%
Website Maintenance	101.05	1,500.00	-1,398.95	6.7%
Computer Servicing & Maintenanc - O...	0.00	500.00	-500.00	0.0%
Total Computer Servicing & Maintenanc	389.04	2,700.00	-2,310.96	14.4%

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

	Jan 19	Budget	\$ Over Budget	% of Budget
Copier				
Property Tax - Copier	0.00	700.00	-700.00	0.0%
Toshiba Lease	331.00	4,000.00	-3,669.00	8.3%
Toshiba Supplies	33.94	340.00	-306.06	10.0%
Xerox Maintenance & Supply	0.00	200.00	-200.00	0.0%
Total Copier	364.94	5,240.00	-4,875.06	7.0%
Office Supplies				
General Office Supplies	0.00	600.00	-600.00	0.0%
Paper	80.40	800.00	-719.60	10.1%
Postage	200.00	1,100.00	-900.00	18.2%
Office Supplies - Other	54.96			
Total Office Supplies	335.36	2,500.00	-2,164.64	13.4%
Total OFFICE 14	1,339.34	13,040.00	-11,700.66	10.3%
OTHER OPERATING EXPENSES 14	42.96	150.00	-107.04	28.6%
PAYROLL 14				
Office Administrator	1,164.00	14,200.00	-13,036.00	8.2%
Office Consultant <i>- NEED TO ADJUST</i>	0.00	2,500.00	-2,500.00	0.0%
Organist	1,028.58	13,364.00	-12,335.42	7.7%
Sexton	588.00	8,360.00	-7,772.00	7.0%
Total PAYROLL 14	2,780.58	38,424.00	-35,643.42	7.2%
PAYROLL EXPENSES 14				
Federal FICA Employer Tax	212.72	2,680.00	-2,467.28	7.9%
State of RI Taxes	0.00	600.00	-600.00	0.0%
Total PAYROLL EXPENSES 14	212.72	3,280.00	-3,067.28	6.5%
PWA LAND LEASE & TAXES 14	0.00	765.00	-765.00	0.0%
RECTOR'S COMPENSATION PKG 14				
Continuing Education	240.00	1,000.00	-760.00	24.0%
Health Insurance	2,348.00	28,176.00	-25,828.00	8.3%
Pension	0.00	12,632.00	-12,632.00	0.0%
Rectory-Phone, Wifi, Cable	297.36	1,800.00	-1,502.64	16.5%
Rectory Electric	168.00	2,000.00	-1,832.00	8.4%
Rectory Oil 1	492.48	2,200.00	-1,707.52	22.4%
Salary	4,416.16	57,410.00	-52,993.84	7.7%
Travel & Professional Expenses	160.00	4,000.00	-3,840.00	4.0%
Total RECTOR'S COMPENSATION PKG 14	8,122.00	109,218.00	-101,096.00	7.4%
RECTOR - SUPPLY CLERGY 14				
Mileage	0.00	200.00	-200.00	0.0%
Services	0.00	1,400.00	-1,400.00	0.0%
Total RECTOR - SUPPLY CLERGY 14	0.00	1,600.00	-1,600.00	0.0%
SABATICAL FUND 18	0.00	500.00	-500.00	0.0%
STATE OF RI MISC FEES 14	0.00	25.00	-25.00	0.0%
UTILITIES - Church & Hall 14				
Electric				
Church-Undercroft	0.00	6,600.00	-6,600.00	0.0%
Hall <i>NEEDS TO BE SPLIT</i>	0.00	1,500.00	-1,500.00	0.0%
Electric - Other	771.47			
Total Electric	771.47	8,100.00	-7,328.53	9.5%
Oil 2 & 3				
2 Church	798.79	3,700.00	-2,901.21	21.6%
3 Hall	860.33	1,635.00	-774.67	52.6%
Total Oil 2 & 3	1,659.12	5,335.00	-3,675.88	31.1%

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

	Jan 19	Budget	\$ Over Budget	% of Budget
WiFi & Phone				
Church-Undercroft WiFi/Phone	186.95	2,700.00	-2,513.05	6.9%
Hall WiFi	89.98	1,100.00	-1,010.02	8.2%
Total WiFi & Phone	276.93	3,800.00	-3,523.07	7.3%
Total UTILITIES - Church & Hall 14	2,707.52	17,235.00	-14,527.48	15.7%
WORSHIP & LITURGY 14				
Altar Guild	324.25	4,561.00	-4,236.75	7.1%
Music-Choir				
Instrumentalists & Musicians	0.00	600.00	-600.00	0.0%
Music	0.00	450.00	-450.00	0.0%
Supply Organist	0.00	300.00	-300.00	0.0%
Total Music-Choir	0.00	1,350.00	-1,350.00	0.0%
Publications - Worship Planning	0.00	655.00	-655.00	0.0%
WORSHIP & LITURGY 14 - Other	163.99	100.00	63.99	164.0%
Total WORSHIP & LITURGY 14	488.24	6,666.00	-6,177.76	7.3%
Total Expense	19,563.76	259,003.00	-239,439.24	7.6%
Net Ordinary Income	-3,508.46	0.00	-3,508.46	100.0%
Other Income/Expense				
Other Income				
NON-BUDGET INCOME				
Capital Campaign Income 8	1,660.00			
Discretionary Income 11	1,008.15			
Food Closet Income 10	915.00			
Memorial Donation Income 11	-24.11			
Mens Group Income 5	86.00			
Thrift Shop Checking Deposits	1,249.00			
Total NON-BUDGET INCOME	4,894.04			
Total Other Income	4,894.04			
Other Expense				
NON-BUDGET EXPENSES				
Congregational Dev Fund Grant D	698.45			
Thrift Shop Checking Disb.	580.13			
Altar Guild Expense 14	889.75			
Capital Campaign Expense 15	17,028.60			
Discretionary Expense 18	233.50			
Food Closet Expense 16	1,365.37			
Funds to Other Organiz Exp 18	50.00			
Total NON-BUDGET EXPENSES	20,845.80			
Total Other Expense	20,845.80			
Net Other Income	-15,951.76			
Net Income	-19,460.22	0.00	-19,460.22	100.0%

WHAT EXPENSE?

Trinity Episcopal Church
Balance Sheet

As of January 31, 2019

	Jan 31, 19
ASSETS	
Current Assets	
Checking/Savings	
Discretionary Checking 18	6,315.25
Emergency Savings 19	25,220.00
Navigant Operating Checking 19	19,742.33
Navigant Restricted Checking 19	
Congregation Development Fund	4,228.04
Adult Choir Fund	6,764.11
Altar Guild	5,274.92
Building Fund	4,480.74
Capital Campaign	-12,763.60
Clergy Education Fund	4,241.69
ECW - Other	100.00
ECW 20 Week Benefit	2,634.10
ECW Campership	2,568.85
ECW Scholarship Educational	519.34
Food Closet	16,069.06
Fundraising (Other)	2,474.28
Jeannette Heath Fund	972.89
Memorial Donation (Unrestricted)	5,661.42
Mens' Group	86.00
Missionary Fund	3,532.53
One Time Event	-5,699.01
Outreach	2,931.39
Pilgrimage Fund	1,725.31
Prayer Shawl Group	100.00
Sabbatical	3,700.00
Sisters of Sophia Retreat Fund	400.00
Sunday School - Rose Clark	495.85
Wings	1,856.83
Youth Groups	2,209.96
Total Navigant Restricted Checking 19	54,564.70
CASH BOX	150.00
Petty Cash	100.00
Thrift Shop Checking 19	2,052.60
Total Checking/Savings	108,144.88
Other Current Assets	
DIT-Diocesan Investment Trust 4	233,975.97
Total Other Current Assets	233,975.97
Total Current Assets	342,120.85
Fixed Assets	
Church Buildings	1,005,900.00
Total Fixed Assets	1,005,900.00
TOTAL ASSETS	1,348,020.85
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	1,843.65
Total Current Liabilities	1,843.65
Total Liabilities	1,843.65
Equity	
DIT-Value Adjustments	-21,518.01
Opening Balance Equity	1,398,097.76
Unrestricted Net Assets	-10,942.33
Net Income	-19,460.22
Total Equity	1,346,177.20
TOTAL LIABILITIES & EQUITY	1,348,020.85

Worship Committee Report

February 2019

Prepared by: Rev. Johanna

Worship committee continues to meet on the first and third Tuesdays of the month from 5:30 to 6:45 pm in the undercroft.

New lay readers, lay eucharistic ministers, intercessors, ushers and greeters have been invited to participate during our services. Training of those participating in our services will be on-going in the coming months.

The committee continues to plan for Lent and Easter services:

1. Holy Week Services

Monday and Tuesday: 7:00 pm Holy Eucharist in the chancel

Wednesday: 7:00 pm Tenebrae Service

Maundy Thursday: Foot washing, Holy Eucharist, Stripping the Altar

Good Friday: 12:00 Noon Stations of the Cross | 7:00 pm St. John's Passion

2. Easter:

Sunrise Service at the Reservoir | Trinity to Host, Pastor Rollins to preach, Rev. Johanna to participate.

There will be two Festival Eucharists. The first at 8 am and the second *to be determined*¹ by the Rector in consultation with the vestry.

- ¹ There was a lengthy discussion regarding our service times for Palm Sunday and Easter and keeping them consistent with the start time of our regular services and our signage. It was noted that this may not be possible on the Sunday of our Annual Meeting. It was also noted that the choir has a tradition of having breakfast together on Easter after the 8 am service. In order to accommodate the choir's tradition, the second service on Easter Day would need to start at 10:00 am. After some discussion, it was decided to defer setting the times for Easter services until after the February vestry meeting.

The next meeting of the Worship Committee will be held on Tuesday, February 26 at 5:30 pm in the Undercroft.

Sunday School Report

February 2019

Respectfully Submitted by Christopher and Megan Picozzi

Christopher and I would like to schedule a "field trip" with the high school students, Rev. Johanna and Rabbi Joe to attend a service at the Jewish Synagogue that Joe attends to learn about the Jewish faith and traditions. Rev. Johanna and Megan have had a discussion about this and she thought it would be a wonderful experience for the high school students to have. If everyone is comfortable with the field trip, permission slips would be distributed and signed and driving arrangements would be made. After the service, we would like to go someplace for dinner/dessert to have an open-ended discussion with Rabbi Joe and Rev. Johanna about our experience.

New Business

February 2019

Submitted by Megan Picozzi

My name is Megan Picozzi and I am the Owner/Director of Scituate Early Learning Center. I am currently updating my Emergency Plan Handbook for the Department of Children and Family. As part of the handbook I must identify and have in place an off campus building where parents and their children can be reunited. I am asking the Vestry to please consider allowing us to use Aldrich Hall as a possible off campus building. Again, this would only be in case we need to leave our center and for parents to pick up their children in a timely and organized manner. If you have any questions, please feel free to contact me at home (401) 647-7444 or work (401) 934-0910. Thank you for your time and consideration in this matter.