**Trinity Episcopal Church - Vestry Minutes 12 February 2025 @ 6:30 pm**

220 Prospect St., Torrington, CT 06790

We are an inclusive and accepting downtown community, welcoming all to join us on our journey to seek and share God’s abundant love through worship, the arts, and service in our community.

1. Call to Order
   1. By Lydia Babbitt @ 6:42 pm
   2. Attendance: Roger Coutant, Gary Grant, Naomi Cardello; Gary Grant, Richard Santiago, Jessica Magda, Ella Frauenhofer, Robin Turpin, Lydia Babbitt, Lynn Skolkan, Dana Farr, Recording
      1. Absent: Robert Naeher, Carrie Combs
   3. Process Person: Jessica Magda
   4. Time Keeper: Naomi Cardello
2. Opening Prayer: Lydia Babbitt
3. Check In: combined with Vestry Formation.

Vestry Formation: Introductions/Reintroductions and check-in: what are we doing here?

* 1. General consensus that we are glad to be here and to serve. Some have very little time, others a very long time, with the church. The church models good work in the community. Needed gifts and skills always come forward. The opportunity to do things, like grief share for example, and the support that members get to do these things, is appreciated.

1. Safe church training: Mary Smiegielski
   1. A prayer for safe church
   2. Some words from Bishop Mello
   3. Requirements are for vestry members to take safe church training every 3 years. Every 5 years a new background check. Classes are scheduled out until June on the website. Training is hybrid. For recertification only, the in-person portion is required.
   4. ACTION ITEM: All members should figure out if they are due for re-cert for Safe Church and take appropriate action. Any new members who have not done Safe Church need to sign up for the course. All should be reimbursed for any cost for same. If not sure if you are due for recertification, please contact Melanie Lay at the Parish Office.
2. Motion to accept last month’s meeting minutes: Roger Coutant
   1. Second: Ella Frauenhofer.
   2. Vote: Unanimous
   3. Abstentions: Naomi Cardello and Jessica Magda
3. Treasurer Report: Robin Turpin
   1. Last month: $10,000 for property insurance and $6,500 for utilities. We had a slight profit.
   2. We are still waiting for $10,000 from Northwest Community foundation. $5,000 of this would be available for utilities potentially. Office supplies and other things have already been ordered out of money we are waiting for from Northwest Regional Leadership committee.
   3. ACTION ITEM: Robin Turpin and Jessica Magda will meet next month to make a plan for the foundation money.
   4. Motion to receive treasurer’s report: Jessica Magda
   5. Second: Gary Grant
   6. Vote: Unanimous
   7. Abstentions: None
4. Reports:
   1. PIC - Not available (for the best of all possible reasons!)
   2. Senior and Junior Wardens – Lydia Babbitt and Roger Coutant
      1. Wardens’ call with the bishop: Information about warrants (judicial versus administrative) for ICE agents; and private versus public places. Will need to define parameters, put up signs in particular areas, and come up with a written narrative to speak with ICE agents if necessary. Administrative warrants need to respect private vs public spaces and times. Melanie Lay and ushers need to be made aware.
      2. ACTION ITEM: Lydia and another volunteer (?) need to survey areas with Gary, plan the signage and purchase appropriate signs for posting.
      3. Parochial report is due March 1. It will address what the church is doing to reduce our carbon footprint; this has been sent to Melanie. ACTION ITEM: Robin and Melanie will read the report and send to everyone, and ask for email approval vote.
      4. We were awarded a spirit grant for the shelter. This was a Spirit Award from the YMCA, no money, just “bragging rights.”
   3. Building Warden - Gary Grant
      1. Air filters in school and sensor lights in bathrooms are done.
      2. Bill for AC units is $3300. The bill was given to DJ, except for a new wattage meter that we put on. $840 is our portion. DJ will bring it up to their board and get it paid.
      3. We paid Valmark $4774 In Feb 2024, then got another bill for $7781, overages. Then another bill came in June 24, for $6648 for 100 amp panel; that was not included. The $7781 was for boom lift truck, police monitoring, and extras.
      4. Jessica Magda: estimates are needed in advance. The other bill that came in is a problem because it is debt; grants will not retroactively cover it. Valmark sent us three invoices; one is from 2023 that we never paid. It is still not clear what we got for $4774. The only estimate we have is for $6648.
      5. ACTION ITEM: Lynn and Gary to meet with ValMark re: invoices and overall re: cost overruns. Vince Rubino is also willing to assist as an AP professional if asked.
      6. Cameras are up. We need a count of computers that we want them to show up on, and any mobile phones.
      7. ACTION ITEM: Post signage throughout property about use of cameras and a list of who will have access to the camera feeds.
5. Programming ideas for Lent
   1. Should we have a pancake supper?
   2. MMRP process: Did not discuss today

IX: Executive session: Start time 8:20 PM

1. End time 8:31 PM.
2. Motion to end executive session: Naomi Cardello
3. Second: Lydia Babbitt
4. Vote: Unanimous
5. Abstentions: none

X: Next meeting Wed March 19. Location Kids Play TBA?

XI: 8:35 PM Motion to adjourn: Naomi Cardello

1. Second: Jessica Magda
2. Vote: Unanimous
3. Abstentions: none

XII: Closing prayer: Jessica Magda

Zoom - Meeting ID: 994 494 1441, Passcode: Trinity