

**Parish of Holy Trinity
Vestry**

Tuesday, 14 December 2021
5:00 PM via Zoom

Minutes

Present: Andrew Rampton; Donald McKenzie; Michael Minor; Laurel McPherson; Janice Headley; Joan Lloyd; Be Buckingham; Blair Stevenson; Zilla Jones; Maurice Mearon; Ritchie Arthurson (treasurer); Rob Loudfoot; Susan Smandych (Ministry Student).

Regrets: Doug Bunting; Derek Feschuk.

Deceased: Davada Carlson, November 23, 2021

Call to Order

L. McPherson called the meeting to order at 5:00 pm. with the reading of Treaty 1 Acknowledgement.

Evening Devotions

A. Rampton lead the meeting in evening prayer for Advent Feria.

Approval of the Agenda

Motion: A. Rampton / L. McPherson

Be it resolved that the agenda be adopted as presented.

Carried

Approval of Minutes of Previous Meetings

Motion: B. Buckingham / L. McPherson

Be it resolved that the minutes of the vestry meeting of 23 November 2021 be received as presented. **Carried**

Business Arising from the Minutes: None.

Correspondence: A. Rampton: Diocesan Notice, that Synod will take place 14 & 15 October 2022.

Topics

I. Finance Update

- a. R. Arthurson reviewed the 2022 Draft Budget. Discussion was had regarding various budget items. A revised budget will be distributed for the January 2022 vestry meeting.
- b. M. Mearon reviewed statements as at 30 November 2021. Finally, the Boiler is under \$100,000, the Endowment continues to do well.

Motion: B. Buckingham / L. McPherson

Be it resolved that the parish financial statements for 30 November 2021 be received as presented. **Carried**

- c. Narrative Finance Report, S. Smandych, Ministry Student:
There is a lot of detail in a Financial Statement. There is also tons of time and talent which is complementary to financial reporting but doesn't replace it. I could work together with others to prepare a narrative report and share it at the Annual Meeting, if you want me to.
Responses from Vestry: it is a positive and wonderful idea, with consensus to move forward.

2. Facilities Maintenance Update: Handout List for 2022 Budget

3. Colliers Redevelopment Study Proposal, A. Rampton:

Colliers will provide a study to decide whether we want to go forward or not. It will cost \$10,000 to do the work over the next three months. This will be the 1st Phase, 2nd Phase is market sounding, there is no price on this phase yet.

Motion: A. Rampton / M. Mearon

Be it resolved that Andrew will accept this proposal to move ahead with Phase I, with Rob's addition on intellectual property.

Carried

4. Organ Project Estimate, A. Rampton:

We started in 2013 with a two-phase project, west end pipes and replacement of 100-year-old mechanical parts with electronics. Work stopped in 2014. The organ, especially the console, is in a very shabby state right now. Steve Miller of Pipework Canada has sent us a letter with an estimate of \$35,000 to digitize the organ, no west end pipes.

The pipes bought in anticipation of installing an antiphonal division are being stored at Mr. Foidart's property for \$225/year which is at approximately \$1,100. The circuit boards are here.

Motion: B. Stevenson / M. Minor:

Be it resolved that we move forward with Steve Miller of Pipework Canada's estimate of \$35,000 to digitise the organ, no west end pipes; and to pursue investigating selling the pipes and bring back to vestry.

Carried

5. Parish Logo and Brand Design, A. Rampton:

Reviewed the rationale behind development of logo design and brand standards.

Both Be and Maurice have relations that do this type of work, that could also provide quotes. We'll wait for more proposals.

6. Update on Diocesan Sponsored Web-Site, A. Rampton:

Parish has accepted the diocesan offer and the new website will be up and running by the new year.

7. Next Meeting

The next meeting of the parish vestry will be held via zoom on Tuesday, 18 January 2022 at 5:00 PM.

8. Closing Prayer

The members present recited together the Grace.

9. Adjournment

The agenda being concluded, the chair adjourned the meeting at 6:30 PM.