

See, I am doing a new thing! Now it springs up; do you not perceive it?

I am making a way in the wilderness and streams in the wasteland. [Isaiah 43:19]

PRESENT: Susan Howland, Jean Frost, Nancy Waugh, Lynn Garland, Cat Reith-Lowery, Pastor Dan, Dave Monroe, Robin Yates, John Grant, Ryan Bousquet, Eileen DeMings

OPENING PRAYER at 7:06 pm

OPENING BUSINESS

- Acceptance of Minutes: November 13, 2024 - Jean Frost - **A motion was made to accept the minutes from the November 13th Vestry meeting, it was seconded and carried.**
- Treasurer's Report: Nancy Waugh – financials and summary were sent via email; Nancy did not receive any questions. **A motion was made to accept the treasurer's report, it was seconded and carried.**
 - Approve budget for 2025 – So far, 17 pledges have come in and at least 4 more are expected. The 2025 budget is pretty much the same as last year. There is a deficit of \$9,985 this year which can be offset by our reserve fund. As more pledges come in, the Budget Reserve will be adjusted accordingly. We will need to maintain a reserve account, so the expectation is that we will intentionally set money aside each year. **A motion was made to accept the 2025 budget as is, it was seconded, and carried.**
 - Request approval for staff salary increase for 2025 - **A motion was made to approve COLA raise for our Parish Administrative Assistant, it was seconded and carried. A motion was made to approve COLA raise for our Sexton and to increase Paid Time Off to 2 weeks, it was seconded and carried. A motion was made to approve recommended COLA increase in salary for Organist/Music Minister, it was seconded and carried.**
 - Request approval for staff bonuses in December - **A motion was made to approve bonuses for our PAA and Sexton of \$150 and \$250. A motion was made to approve a \$200 bonus to our Organist/Music Minister, it was seconded and carried.**
 - Request approval to send \$240 to the Legacy Fund - **A motion was made to approve moving \$240 to the Legacy Fund, it was seconded and carried.**

PRIEST'S REPORT

- Plans for Mutual Ministry Review – There was some confusion about the purpose of a Mutual Ministry Review. A meeting is scheduled for December 16th with the Collaboration Committee, Canon Steven Wilco, Pastor Dan, our Vestry executive committee and the executive committee of Bethlehem Lutheran Church. Another meeting for our Annual Episcopal Mutual Ministry Review will be scheduled for another time.
- Update on plans with the Methodist Church - Pastor Dan will meet with Pastor Ken to go over the questions we have about some of the details. We are very much in favor of working to keep this ministry going at Holy Trinity.
- Approve renewal of licenses for EM, EV, WL, LP - **A motion was made to recertify those with licenses to be Worship Leader, Eucharistic Minister and Eucharistic Visitor, it was seconded and carried.** Susan will continue to tidy up the files in the office.
- Plans for Christmas season services: Christmas Eve at 4 pm a Family Candlelight Service will be held at Holy Trinity and at 9 pm a Candlelight service will be held at Bethlehem Lutheran, on Dec. 29th there will be a shared service of Lessons and Carols at 10 am at Bethlehem Lutheran Church. This will be the BLC Music Minister's final service at BLC. There is an invitation to bring cookies to share. Next year, service times and locations will swap.
- What have we done well? – Festival of Giving Trees – Heather Miranda came up with the idea, she bought a tree and registered, and a few people from HTEC were involved and

some from BLC as well. There was a very good turnout at the Ecumenical Thanksgiving Service at the Sturbridge Federated Church, several from HTEC and some from BLC. Christmas Caroling on December 8th went well. Two parishioners were visited and sung to. Judy Reich's transition to her new home is going well, especially the transportation to get her to church.

- What could we have done better? Communication about the Festival of Giving Trees. The third Sunday discussions about the Big Way of Love have not been as well attended as the initial meeting, communication issues have been addressed. Lynn has written to the town police for an exemption for alternate side of the street parking for our 11 am service, 10 – 2 pm and for the times Food Share is distributing food. She has not yet heard back.

FOLLOW-UP TO PREVIOUS BUSINESS

- Update on repair of the retaining wall – we are still waiting for estimates
- Staff reviews still need to be scheduled

NEW BUSINESS

- Plans for offering collection in services combined with BLC (Christmas Eve and Lesson and Carols) – Nancy has come up with some ideas for that – 1 person from each church will help sort, envelopes for cash to be directed to a specific church, any unidentified cash in plate goes to hosting church. For services at BLC on Christmas Eve, a person attending the service will bring the money back and put it in the locked file cabinet to be counted the following Sunday.
- Confirm date for annual meeting and reminder to get reports to Chris by 12/31/2024 **A motion was made to set date for Annual Meeting as January 26th with a snow date of February 9th, it was seconded and carried. BLC Annual Meeting is set for February 2nd, their snow date is February 9th.**
- Considering what Christmas decorations are no longer needed after the greening of the church – that decision will be made after the church has been decorated. The remaining decorations will be assessed for usefulness and disposed of as appropriate.

MINISTRY REPORTS (as appropriate)

- Communications: Susan Howland, Cat Reith-Lowry, John Grant – Facebook Log-in has been addressed, the log-in was incorrect, it had been prepopulated incorrectly. Lynn rewrote new instructions for logging on.
- Building Committee: Jean Frost - Faucet in upstairs bathroom needs to be replaced, the faucet in the upstairs kitchen may also need to be replaced.
- Collaboration Team: Cat Reith-Lowry, Dave Monroe – have met, talked about having shared Sundays. BLC Music Minister is retiring and another Bluegrass musician is stepping away for a bit, so the monthly Bluegrass Service will be on hold for the time being. The next meeting may be more robust. The Exec committee discussed asking the Collaboration team members from HTC to write up something for Tidings after each meeting they have, so that the parish can feel more connected to and aware of what is going on.
- Endowment Committee: Susan Howland - There will not be a meeting in Dec, it will be scheduled for January. Susan will be sending a thank you letter to John Dirlam for his support of Holy Trinity through the Dirlam Fund.
- Landscaping Committee: Lynn Garland, Dave Monroe – no report
- Family Worship/Faith Formation: Eileen DeMings – The Big Way of Love is lagging a little, need to put a little more energy into it. Eileen met with Pastor Dan to talk about doing something dramatic for Epiphany during the service on Jan 5th.
- Youth Program: Dave Monroe and Ryan Bousquet – There is not much going on now because the teens are busy with other things. Next month there will be another organizational meeting. Confirmation group is doing a lot, there is a possibility of their going on a retreat.

- Daughters of the King: Robin Yates - There was a vote to use available funds to buy Gift Cards for New Hope. There will be another shipment to Liberia. The barrels are in the undercroft Kitchen Annex.
- Stewardship: Nancy Waugh, Lynn Garland – report given during the Treasurer’s report.
- Hospitality: Lynn Garland - Lynn will be adding a new task for the hospitality group each Sunday - to take trash from Coffee hour out to the trash container.

Motion made to adjourn at 9:04 pm
Closing Prayer

Respectfully submitted,

Jean Frost, clerk