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**Annual Meeting of Vestry**  
February 24, 2008

Present: [attendance sheet is available for review in the Vestry minute book]

The Reverend Dianne Mesh, Priest-in-Charge, chaired this meeting.

The meeting was called to order by the Chair at 12:05 pm, and was preceded by prayer.

1. **Vestry clerk:**

Alison Kemper moved, and Anna Dohler seconded the motion to appoint Margot Linken as the vestry clerk. This motion was carried.

2. *Bienvenida a miembros de la congregacion de San Esteban:*

The Reverend Dianne Mesh welcomed members of the San Esteban Hispanic Ministry which had taken up residence at Holy Trinity in January 2007. Members of the San Esteban community were present as guests to learn about Anglican polity and are not able to vote with this vestry.

3. **Proposed agenda:**

The proposed agenda had been distributed prior to the meeting. It was amended to include the Nominations Committee Report after #7, Committee and Program reports.

4. **Approval of minutes:**

Vestry meetings were held on January 21 and on February 25, 2007. Copies of these minutes are available for review in the Vestry minute book. Bill Whitla moved, and Dick Moore seconded the motion to accept the minutes of the meetings of Vestry held in 2007. This motion was carried.

5. **Wardens' report:**

Dick Moore moved, and James Johnson seconded the motion to receive the Wardens' meeting as circulated. This motion was carried.

6. **Treasurer's Report:**

Marty Crowder, the Treasurer, presented the Auditor's Report to December 31, 2007. She observed that the balance sheet reflected a change in how investments are now reported. See note #2 *Notes to Financial Statements*, year ended December 31, 2007.

The Organ Fund appears on the balance sheet and shows funds raised to the end of December 31, 2007. Envelope givings were down, as were expenses.

Marty Crowder moved and Dick Moore seconded the motion to accept this report. The motion was adopted.

**7. Appointment of auditor for 2008:**

Marty Crowder moved and James Johnson seconded the motion to appoint PKF Hill as auditor for the Church of the Holy Trinity in 2008. This motion was adopted.

**8. Budget proposed for 2008:**

Marty Crowder presented the budget proposed for the coming year.

She drew vestry's attention to the following points included in the proposed agenda:

1. \$16,000 increase to envelope givings in 2008
2. Rental income: increases to tenant rentals will be made
3. Administration budget is held at 2007 level
4. Diocesan assessment would be higher in 2008
5. Increase to Worship Committee budget to reflect coordinator of children's program and initiatives such as the jazz vespers
6. \$8,000 increase to Refugee Committee: to reflect arrival of a family in 2008; this would be offset by donations and fundraising
7. \$1,000 increase to Outreach, a new account item
8. Green Committee, a new parish initiative
9. Salaries and benefits reflect a 2% increase, a COLA increase
10. Deficit of \$11,576 is anticipated

Marty reported that the Wardens are very conscious of monitoring expenses and not simply increasing accounts in the budget as a matter of course.

Marty reminded Vestry that designated donations are not generally carried forward to a new budget year.

Jim Dolmage requested that property items be broken out in detail.

Marty replied that the Wardens had requested this consolidated format, but asked the Wardens to note this request.

Anna Dohler asked about a submission to appeal the increase in our diocesan assessment. Marty replied that the Wardens had already submitted an appeal.

Nancy Whitla observed that lay delegates also have a role in appealing this.

Chris Lind asked about the apparent overspending of transition budget relating to Sara Boyles' retirement and search for a new Incumbent. He requested that this reporting be clarified. Marty responded that the details of transactions on this account are available.

Malcolm Savage, the incoming Treasurer, reported that he and Ken West were working on a better financial reporting mechanism which would include three levels of financial reporting.

Maggie Panter asked about the line item for St James Deanery; this was an income which “follows” the REgional Dean. Sara Boyles served as Regional Dean during her last year at Holy Trinity, and made some disbursements from it.

Marty Crowder moved and Jim Love seconded the motion to adopt the budget proposed for 2008, as circulated. This motion was carried.

**9. Program reports [available for review]:**

Dick Moore moved and Rena Post seconded the motion to adopt these reports as circulated. This motion was adopted.

Malcolm Savage observed that 2008 would see the need to support at least one refugee family.

Jim Dolmage, Chair of the Property Committee, that the floor of the nave would be a priority in 2008.

Nancy Whitla requested a vote of thanks to all those who wrote, compiled, and edited the reports.

**10. Nominating Committee report:**

The members of the 2008 Nominations Committee were Maggie Panter, Julia Raybould, and Ben Fong.

Maggie Panter spoke on behalf of this Committee, presenting its proposals for parish offices and positions in 2008:

**Nominating Committee Proposals:**

Archives;	Bob Smyth, Anna Dohler, Malcolm Savage
Christmas Story chair:	Doug Moffatt
Communications:	Alison Kemper - e mail list Keith Nunn, - website tbd - <i>In Touch</i> newsletter
Congregational Care chair:	Carole Hazard
Green Team:	James Johnson
Greeters coordinator:	Heather Sutherland
Homeless Memorial lunch:	Merylie Houston Maggie Panter
John Frank Board:	Carole Clark Coral Petzoldt
Lay delegates to Synod:	Heather Sutherland Tim Wainwright <i>alternate:</i> Jennifer Henry
Mary Lambert Swale:	David McKee Marty Crowder

Music Mondays:	Peter Turner
Nave:	Lee Creal
People Presence:	Bob Smyth
Primate's Fund:	tbd
Property:	Jim Dolmage
Refugees:	Coral Petzoldt Gail Holland
Sanctuary:	Michael Ceal
Social Justice:	Bob Smyth
Stewardship:	tbd
Sunday Lunch:	Merylie Houston Carole Clark
Toronto Dollar:	Maggie Panter
Worship:	Lee Creal
Wardens:	Beth Baskin, three-year term Dick Moore, two-year term

It was observed that there was no candidate for Stewardship. Alison Kemper volunteered to fill this position. Dick Moore moved, and Julia Raybould seconded the amendment to appoint Alison Kemper as the Chair of the Stewardship Committee.

With this amendment, Lee Creal moved and Kirk Lumsden seconded the motion to adopt the Nominations Committee proposals. This motion was adopted.

#### 11. **Other business:**

Marty Crowder informed Vestry that it has been a pleasure for her to work with the San Esteban community over the past year.

Michael Creal moved a vote of thanks to Dianne Mesh as Holy Trinity's Priest-in-Charge.

Dianne Mesh expressed the community's thanks to Vivian Harrower and Steven Loweth, as the outgoing Wardens for their work on behalf of the community, and to Marty Crowder, the Treasurer, for her work for Holy Trinity. Marty would be stepping down from this position in 2008.

Dianne expressed thanks to Dick Moore who was stepping down from serving as Chair of the Worship Committee, to Gwen Setterfield for her service as Chair of the Stewardship Committee, to Ben Fong as Chair of the Refugee Committee, to Jean Robinson as Greeters Coordinators, to Julia Raybould as Sunday lunch coordinator, and to Jim Houston as a Holy Trinity appointment to the John Frank Place Board.

Thanks were extended to Vivian Harrower for compiling and editing *Reports to Vestry*. Thanks were also extended to Holy Trinity staff.

As there was no further business, Dick Moore moved and Malcolm Savage seconded the motion to conclude this meeting. The motion was carried, and the congregation departed after prayer.