

TRINITY EPISCOPAL CHURCH



Manassas, VA

VESTRY Minutes

July 8, 2025

Present: Joanne Georg (Senior Warden), Carrie Rainoff (Junior Warden), Cindy Barnes (Mediator with diocese), Anne Burns, Christian Cobb, Craig Davies, Carol McCracken, Rich Meyer, Kelly Odom, and Frank Walworth (Secretary)

Absent: Kim Albrecht, Shanan Conlan

OPENING PRAYER

The meeting was called to order by Joanne at 6:32 PM.

APPROVAL OF JUNE 14, 2025 MINUTES

The vestry unanimously approved a motion (Anne, seconded Rich) that the minutes of the June 14, 2025 meeting be approved as submitted.

CHECK-IN TIME

Cindy introduced a suggestion to begin each meeting of the vestry with a check-in time, which is an icebreaker exercise that sets the tone for meaningful engagement. The question for this meeting was, "How is your summer going?"

SENIOR WARDEN REPORT

Joanne reported the following:

- Upon vestry approval, AceBased Technologies will install WiFi extenders throughout the building to enhance WiFi coverage. The proposed cost for this project is \$8,800, with an estimated completion time of four days. A deposit of \$4,000 has been requested to start the work. The vestry approved a motion (Rich, seconded by Anne) to accept the bid as presented.
- The office will switch to Comcast for a new phone system in the building. Monthly savings are projected to be \$60 compared to the existing contract with Star 2 Star Sangoma, and several features will be upgraded to enhance telephone communication to key places in the building.
- The Diocese of Virginia requires that all clergy, lay leaders, staff, and volunteers be trained in the awareness and prevention of sexual misconduct against children, youth, and adults. It also requires that those who have already been trained renew their training at least every three years. There are two separate training programs, one focusing on children and youth, and one on adults, including elders. Trinity is largely in compliance with the requirements for Safe Church. Training is conducted through a self-paced online program, and the cost of a required background check (\$12 each) is covered by the parish. Everyone who works with children and youth is required to take the training before they can begin service.
- Pat Cobb will provide a presentation at the August meeting on his participation in a security conference hosted by Prince William County for improving the safety and well-being of those using Trinity's building and grounds for worship and community activities. An adult forum on the subject is expected to take place during August.

JUNIOR WARDEN REPORT

Carrie reported the following:

- Boiler installation was completed July 8. The contractor needs to return in the fall for a full test run, which requires the system to be on for two hours.
- We are waiting on several quotes:
 - Church front doors (red). It may take the supplier a few weeks to get back to the contractor Brent Thomas, after which he can provide Trinity with the quote.
 - Leak in the Florida room. Ebenezer Roofing inspected the roof and will likely recommend that some flashing be removed/replaced and caulked.
 - Repair and upgrade sanctuary lighting. Custom Service, Inc.
 - Florida room doors.

CHRISTIAN EDUCATION

- There is a meeting coming up with Georgetown South to discuss possible involvement with the Christian education programs and initiatives for 2025-26.
- An Adult Forum on the new Christian Education program will take place on July 20.
- Plans are underway for a parish picnic on September 7 to open the new year for Christian education. There will be one service that day at 11:00 AM with the picnic and games to follow.

ALTAR OF HOPE

Christian reported that Chas Hill has agreed to co-chair for this year. Fifty meals will be provided (an expansion over last year) and additional personal touches will be offered to recipients, for example, cards and messages from children and others.

FOOD MINISTRY

- A new freezer, blue tooth thermometer, and food grade scales were purchased with grant from the Bishop's Appeal.
- A ***Promise Drive*** (new name for 2025), with a goal of \$14,000, will kick off August 10. The theme of the drive is "living into the prayer for victims of hunger, fear and oppression through the promotion of food security in the community."

TREASURER

After discussions with the Diocese of Virginia, the annual diocesan assessment for Trinity Church has been determined to be approximately \$8,000.

DISCERNMENT COMMITTEE

Cindy and Joanne presented additional information on the discernment process for calling a new rector to Trinity Church, following the vestry's meeting with the diocesan Office of Transition Ministry in June. Joanne announced that Pat Cobb, Jean Duray, Greg Proseus, Jennifer Smith and Stephanie Snyder have agreed to serve on the Discernment Committee. The vestry reviewed the responsibilities of the committee on behalf of the vestry during the search process and discussed next steps. The first meeting of the committee and the Office of Transition Ministry will be August 17.

Following the discussion, the vestry unanimously approved a motion (moved by Rich, seconded by Carol) to appoint Pat Cobb, Jean Duray, Greg Proseus, Jennifer Smith, and Stephanie Snyder as members of the discernment committee tasked with calling a rector for Trinity Church. Additionally, the vestry unanimously approved a motion (moved by Anne, seconded by Rich) authorizing a budget of up to \$10,000 for the committee to cover expenses associated with evaluating and engaging potential candidates.

CLOSING PRAYER

The meeting concluded with a prayer, "For the Interim Time", led by Joanne at 8:01 PM.

NEXT VESTRY MEETING: AUGUST 12, 2025