

TRINITY EPISCOPAL CHURCH



Manassas, VA

VESTRY Minutes

September 9, 2025

Present: Joanne Georg (Senior Warden), Carrie Rainoff (Junior Warden), Kim Albrecht, Anne Burns, Christian Cobb, Shanan Conlan, Craig Davies, Kelly Odom, Carol McCracken, Rich Meyer, and Frank Walworth (Secretary)

Absent:

OPENING PRAYER

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

APPROVAL OF MINUTES - August 12, 2025

The vestry unanimously approved a motion (Shanan, seconded Rich) that the minutes of the August 12, 2025 meeting be approved as submitted.

CHECK IN

SR. WARDEN REPORT

Joanne reported the following:

- Thorton Trust applications will be sent out in late September.
- Drew Robinson, the musician renting the Welcome Room for music instruction, was informed of the Vestry's approval of his request to make modifications of the space. He agreed to the stipulation that the room must remain as is when he ceases to use the space and will proceed as proposed.
- Search Committee – the next meeting occurs this Thursday, September 11, with an installation blessing on Sunday, September 14 at the 11 AM service.
- Diocesan convention. We received registration information earlier this week. Frank is scheduled to attend as delegate, with Chrisitan as the alternate.
- Telephone service throughout the building has been updated. Further negotiations will be necessary to resolve the previous contract.

JR. WARDEN REPORT

Carrie reported the following:

- Sanctuary doors are being installed this Wednesday and Thursday September 10 and 11.
- Florida room doors have been ordered. Installation is likely for late September or early October.
- Blackwell Electric completed the necessary electrical work for the sump pump installation. The plumbers have ordered the parts. The work can be scheduled when they arrive (approximately two weeks). It is expected to be a two day job.

- Blackwell Electric will provide a quote next week to replace the dimmers in the sanctuary and five outlets throughout the buildings.
- The Sanctuary lighting project is on hold currently due to high cost. We've requested a detailed, itemized quote to determine if we can choose certain items and keep the cost down.
- The masons will be contacted to do the brick repointing around the church after the front doors are done.
- Three dozen new ceiling tiles were ordered for the second floor to replace those missing, damaged, and stained. They will arrive around September 15.
- An estimate of \$2,500 was received to replace the basement area carpeting (including stage).

TREASURER'S REPORT

Samantha provided the financial reports for August 2025 via email to members of the Vestry and Finance Committee on September 5.

CHRISTIAN EDUCATION / LAUNCH PAD

Attendance registration is low but is expected to increase closer to the start of the school year. Additional teachers are encouraged. Upcoming events are scheduled for September 14 and 21.

FOOD MINISTRY

Carrie reported the following:

- Additional money was spent in August on both fresh food and backpack bags that Samantha distributes to unsheltered individuals who come in during the week. The bags include ready-made microwavable entrée (tuna pouch, etc. protein focus), oatmeal, cereal, shelf stable milk, fruit cups, mac n' cheese, protein bars meals (all single serving packages). Expenses exceeded income in August to pay down the checkbook balance.
- Thirty-six bags for unsheltered individuals have been distributed in one month, at a cost of around \$25 each. Additional donated items are included when available. The Thornton Grant application request for 2026 will be reduced considerably and designated for this new offering.
- The Advent Bags will be offered again this year at the regularly scheduled distribution on Christmas Eve. The goal will again be 45 bags.

ALTAR OF HOPE

- Altar of Hope – 50 meals and warm touches (handmade cards), enhanced lunch meals. Vendor donations are being sought.

CLOSING PRAYER/ADJOURN

The vestry moved to adjourn (Rich, seconded by Kim) with a closing prayer at 7:37 PM

NEXT VESTRY MEETING October 14, 2025 (6:30 PM)