

TRINITY EPISCOPAL CHURCH



Manassas, VA

VESTRY Minutes

October 14, 2025

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

Absent: Carol McCracken and Frank Walworth (Secretary)

OPENING PRAYER

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

APPROVAL OF MINUTES – September 9, 2025

The vestry unanimously approved a motion (Anne, seconded Rich) that the minutes of the September 9, 2025, meeting be approved as submitted.

DISCERNMENT COMMITTEE

The vestry was joined by members of the Discernment Committee for a session facilitated by Cindy Barnes to discuss Trinity's needs and priorities in preparation for calling a new rector. Additional sessions between the vestry and the committee will take place as part of the overall process moving forward.

SR. WARDEN REPORT

Joanne reported the following:

- The contract with the cleaning crew has been amended to increase both time spent and areas cleaned. In addition to regular cleaning there are four scheduled deep cleanings per year. They have hired more staff to cover increased needs.
- Trademasters (HVAC) maintains our 11 HVAC units with filter changes, etc. A new contract has been proposed for them to provide routine maintenance on a quarterly basis. The quarterly cost (\$1500) includes all routine parts (filters, etc.), priority appointments and discounted repairs. They will assign staff who know our systems well. The annual cost is a good investment and can be renewed annually. The vestry approved a motion (Anne, seconded Rich) that a contract with Trademasters for routine maintenance on a quarterly basis as proposed be approved.
- Thornton Trust – Mr. Cope was pleased with our submission this year, with no corrections offered. Grant applications were sent out. We were informed of an attempted unauthorized access to our account at Truist by a third party. The bank's fraud team has been notified, and we can confirm that no funds were compromised. We have additional questions for the bank to determine how this happened. Funds are being moved from Truist Wealth to Ameriprise. The Audit Report was distributed. The auditor is happy with our report.

JR. WARDEN REPORT

Carrie reported the following:

- The installation of the Florida room doors has been delayed. Door construction is now expected to be completed this week and then installation will be scheduled.
- The new keypad for the weekday door was installed. If you need a code, please speak with Samantha.
- Masons completed the brick work the week of October 6.
- The plumber is still waiting for the parts to complete the installation of the new sump pump.

TREASURER'S REPORT

Samantha provided the financial reports for September 2025 via email to members of the Vestry and Finance Committee in early October.

STEWARDSHIP

Anne Burns offered kudos to Samantha Fulda for all her help with the stewardship campaign which begins on October 26. The theme is "We walk by faith, not by sight" (as suggested by the diocese). Communications will include one mailed letter and 4 newsletter articles to the congregation explaining our needs and goals. The 2026 budget narrative with visual representation will be included in the initial mailing. The goal is \$350,000. We would like to increase the pledges by 15 over last year, for 102 total pledges. The sermon on October 26 will be on stewardship, and the Prayers of the People that day will highlight the campaign's theme and continue for the following 3 weeks. Messages will highlight and stress that pledging is a commitment and not a contract. Thank you notes will be sent out after the campaign, and calendars will be distributed as pledge gifts.

FOOD MINISTRY

Carrie reported the following:

- A decision was made to pack 100 bags per month for the unhoused or "week bags". Samantha posted a schedule outside the outdoors, as she was getting inundated all week. The goal is to get the price of these bags between \$8 and \$10 each, as the current \$20+ was not sustainable. With the increase in the "week bags" bags, the number of lunch bags has been reduced to 50.
- Thirty-nine one-pound packages of hamburger were purchased on October 7 and all were distributed on October 8.
- On October 11 Jennifer purchased 38 whole chickens and put them in the freezer for the next distribution. This purchase was made possible by monies from the Bishop's grant.
- Spending from the Bishop's grant is approximately \$250 - \$300 per month until the funds are depleted.

ALTAR OF HOPE

- Christian reported that we plan to distribute 50 meal boxes which each will provide 8 adults with a traditional Thanksgiving dinner. We will also provide pies to the guests attending the November 26 food pantry distributions (estimate 50 pies) and Hormel Complete Turkey dinners will be added to the weekly bags for the unhoused community. Samantha Fulda is a huge part of this effort with the mailings, calls, and confirmations of address and contact details for each family participating.

OTHER

Anne proposed that the vestry consider extending the terms for the current Senior and Junior wardens for an additional year This will be discussed further at the November vestry meeting.

CLOSING PRAYER/ADJOURN

The vestry adjourned at 8:01 PM with a closing prayer.