

Vestry Meeting Minutes
Grace and Holy Trinity Church
Richmond, Virginia
July 20, 2021

Members Present: Barbara Derry, Glenn Moore, Todd Pawson, Nancy Trego, Carl Blackwell, Bev Eggleston, Martin Erb, Jodie Pully, Kathleen Thomas, Mary Ann Blankenship, Brad Davenport, Mike Hale, Terry Hathaway, David Lewis, Clay Hilbert and Duane Nettles (Rector).

Members Absent:

Staff Present:

Guest Present:

Meeting commencement: At 5:06 PM, the Rev. Duane Nettles (“Duane”) declared a quorum and called the meeting to order. Duane then led the meeting attendees in the Lord’s Prayer.

Adoption of Agenda and Approval of minutes of June, 2021 Vestry Meeting:

Upon motions duly made and seconded, an amended meeting agenda and the minutes of the June, 2021 Regular Vestry meeting were approved.

Review of Financial Reports: After a brief discussion regarding pledge payment matters and a comment about review of a revised budget in September, upon motion duly made and seconded, the Financial Reports were adopted as submitted.

Rector’s Report: A discussion of the Fall worship schedule was led by Duane. Currently, it is anticipated that a communion service will be held each Sunday at 8:00 am. Breakfast will be available between 9:00 and 10:00 am. At 9:30, the children’s choir will gather and youth formation will begin. At 10:00 am, there will be opportunities for youth volunteer activities and a Sunday School program. The main Sunday service will begin at 10:30 am, with Holy Communion on the first, third and fourth Sundays of the month, and Morning Prayer on the second and fifth Sundays of a month.


Duane noted that new staff hires – assistant rectors to serve as coordinators for children, youth, young families and adult formation, have been hired and are working, as well as a communications assistant. A general discussion was held as to how funds can be found to cover the 2021 cost of the additional hires, which were not anticipated when the budget was adopted. Barbara felt that funds from certain accounts and insurance money from the loss of the church’s bus could be sources of funds. It is anticipated that a final decision on funding can be made in connection with the September budget review.

Replacement of certain second floor windows has been deferred.

The Vestry adjourned to the second floor, where Duane detailed improvements felt to be necessary to make the space there (and in portions of the first floor) reasonably usable until a capital campaign anticipated in approximately five years. Major areas of concern related to ceiling repairs, electrical and lighting improvements and painting. An estimate for the short term capital upgrade from Creative Contracting came in at just under \$118,000. The Vestry was advised that if the estimate was accepted, the work could commence with anticipated completion by the end of September. After some discussion, the Vestry approved an amount of up to \$150,000 to complete the capital upgrade. Funding is anticipated to come primarily from the Endowment Fund, possibly in the form of a loan. The wardens and rector were authorized to recommend how the improvements can be financed.

Mini-Retreat: At 6:35 pm, the Vestry broke into three groups to conduct Session 3 of its mini retreat series. The Vestry reconvened at 7:15 pm.

Duane offered a prayer to end the meeting. The meeting was adjourned at 7:20 pm.


Glenn R. Moore, Register