

Grace and Holy Trinity Cathedral
Minutes, Regular Meeting of the Vestry
Thursday, September 26, 2019

Members Present: The Rev. Canon Christy Dorn, Priest-in-Charge; Paula Henderson Connors, Senior Warden; Terri Curran, Junior Warden; Phyllis Biddle; Sharon Cheers; Kristen Ellis Johnson; Candy McDowell; Ron Michka; Richard Morse. Donna Knoell joined by conference call.

Absent: Jonathan Sternberg, Clerk; Jeff Johnson; Ryan Thomas.

Others present: David Telep, Treasurer; Steve Moore, Chancellor; David Barker, Chair of the Buildings and Grounds Committee; Julie Toma, Cathedral Administrator; Vern Barnet, guest.

The meeting was called to order at 5:30 p.m. in the Common Room by Paula Connors. Canon Dorn opened in prayer.

Paula Henderson Connors appointed Julie Toma as recording secretary.

1. Approval of previous meeting's minutes

Paula Connors presented the minutes from the previous Vestry meeting on August 22, 2019. Changes to the draft version: add Ken Stewart to attendance list; add "by U.S. Trust" to the financial report section regarding the Beals Trust. Donna Knoell made a motion to approve the minutes as amended, seconded by Phyllis Biddle.

2. Financial Report

David Telep, Treasurer, presented an update about the Beals Fund. He sent a letter to Tony Twyman to confirm that the remaining funds will be kept in an escrow fund. We need to get wording for the plaque previously discussed and get it to Tony Twyman to approve it.

David reported there is around \$30,000 remaining in the Young adult ministry grant fund. Those funds remain in the account pending the arrival of the new Dean.

Richard Wolf has been preparing a 2020 base budget. David asked if anyone would like to serve on the Budget Committee. Ron Michka volunteered to serve again on the Budget Committee. Candy McDowell and Kristen Ellis Johnson said

they are interested depending on when the meetings will be. David said to contact him if you want to be part of the Budget Committee or know someone who would be interested. For the 2020 budget, he asked Richard to use actual pledge and plate numbers so the income is more realistic.

David asked that the Vestry make an official change to the way bequests are handled. The Finance Committee would like 40% to go to the Grace Fund, 40% to the Trinity Fund and 20% to an endowment account. Paula Henderson Connors said she will work with David Telep to have a resolution prepared to that effect for the next regular Vestry meeting.

David reviewed the financial reports. Pledge and plate were low again this month. User fees were about \$5000 higher than budgeted. Revenue was down \$16,000 versus the budget for the month. As for expenses, the Larger Church line is doubled to include July and August payments. Clergy salary is down since Marco left. Year-to-date, pledge and plate are both down. Total revenue is \$80,000 low year-to-date. But expenses are also lower in several lines. Music expenses have been lower due to the assistant organist not being hired yet. There is a net positive balance of \$80,000 due to lower expenses. Cash on hand is good. There is a slight net of \$36,000 projected at the end of the year but we still don't know the final Crowell payment, which may be lower than budgeted.

Kristen Ellis Johnson asked whether we have a way for people to donate on a recurring change and suggested we better promote that as a way to increase giving.

Ron Michka asked for clarification about the balance sheet holding account changes.

Stewardship: October 20 will be a stewardship luncheon. Pledge cards will have been mailed in advance and available at the lunch.

3. Buildings and Grounds

Dave Barker presented two recommendations from the Buildings and Grounds Committee. The parking lot is in need of being resealed and striped. The Committee looked at three bids and selected Bradley's Paving, who has been doing the Cathedral lots for more than 10 years. There was a question about the fire line as it has changed over the years and whether we have enough handicapped parking spaces. Richard Morse moved to approve the Bradley's Paving proposal at a cost of \$6,300 to come from the Property Repairs operating line. Candy McDowell seconded the motion. The motion was approved by unanimous voice vote.

There was a request to add additional lights to the control system for the Nave lighting. Yates Electric can add the lights into the control system at a cost of \$6,316. The cost will be included in the reimbursement request for the TIF grant. Kristen Ellis Johnson asked if this would include better lighting for the loft. A suggestion was made to work with the choir to make a list of what is needed to submit to the Buildings and Grounds Committee.

Terri Curran, Junior Warden, moved to approve the Yates Electric bid to add lights to the control system for \$6,316. Sharon Cheers seconded the motion. The motion was approved by unanimous voice vote.

Dave Barker reported that a new chiller will probably be needed in 2020. The Committee is gathering bids. He also reported there is some termite damage in the Nave floor. Our pest control company is coming to look at it and floor repair may be needed.

Dave Barker reported that we've raised about a third of the amount for the playground project. He will make an appeal during services this Sunday but it's likely that the full amount won't be raised and the Vestry will need to find alternate funding.

4. Priest-in-Charge Report

Canon Dorn referred to her written report, attached, and asked for questions.

Canon Dorn raised several concerns. She pointed out that we've spent \$10,000 on Stewardship and nothing has happened. She also raised concerns about the Cathedral website, pointing out that Melissa is the Communications Coordinator and her job description specifies that she is the webmaster, but that was usurped from her. She suggested we need to have it buttoned up before the new dean arrives.

Paula Henderson Connors pointed out that the Vestry voted to review the content of the website due to concerns, and suggested that "usurp" is too strong a word. Canon Dorn said it needs to be finished and argued it's a staff responsibility, not a Vestry responsibility. Canon Dorn suggested that all comments be sent to Ryan Thomas, the liaison to the Communication Committee, and let him communicate to Melissa.

Ron Michka said the concerns we had were with the site not being representative of what we want our brand to be and who we are (as defined through

the search process). Canon Dorn responded that the June Vestry minutes say that we need to empower the laity and the Vestry's actions have disempowered Melissa.

Paula Henderson Connors moved that the Website subcommittee be resumed once the Dean selection has been made. Kristen Ellis Johnson seconded the motion. Paula volunteered to be the chair. Richard Morse suggested that deadlines be established for the subcommittee's work. The motion was approved with one abstention.

5. Junior Warden's Report

Terri Curran, Junior Warden, reported that the September diaper drive is much lower than previous year, though five volunteers have repackaged 27,000 diapers. She expressed appreciation for Canon Dorn's announcing outreach needs. She reported Backsnack has begun. She reported we've given hygiene items to the Urban Necessity Pantry. She reported that a deanery grant is being written for continued funding.

Terri was asked whether she would continue to be the Outreach chair after she rotates off the Vestry? She said she would.

6. Other Business

The Vestry entered executive session at 7:31 p.m. It reentered normal session at 8:21 p.m.

The meeting adjourned at 9:25 p.m. by reciting the Lord's Prayer. The next regular meeting of the Vestry will be Thursday, October 24.