

Grace and Holy Trinity Cathedral
Minutes, Regular Meeting of the Vestry
Thursday, December 17, 2020

Members Present: The Very Rev. Dr. Andrew C. Keyse, Dean; Paula Henderson Connors, Senior Warden; Richard Morse, Junior Warden; Jonathan Sternberg, Clerk; Sharon Cheers; Bill Colvin; Amy Cornwell; Phaedra Fahnstock; Jeff Johnson; Nick Smith; Ken Stewart; Ryan Thomas

Others present: Steve Moore, Chancellor; David Telep, Treasurer; Richard Wolf, Finance Manager

Not present: Ron Michka

The meeting was held via Zoom teleconference due to the COVID-19 pandemic and was called to order at 5:00 p.m. by Dean Andy in prayer.

1. Approval of previous meeting's minutes

Jonathan Sternberg, Clerk, presented the minutes from the previous Vestry meeting on November 19, 2020. Sharon Cheers moved to accept the minutes, Jeff Johnson seconded, and the motion was approved by unanimous voice vote.

2. Dean's Report

Dean Andy presented his report.

Dean Andy thanked the four Vestry members who were completing their three-year terms with this meeting: Jonathan Sternberg, Ryan Thomas, Paula Henderson Connors, and Ron Michka. Ron and Paula were running for re-election, but Jonathan and Ryan had opted not to run again.

Dean Andy discussed the new Dixon painting donated by Commerce Bank, thanks to Jonathan Kemper, which fits well in the space. He encouraged everyone to come and take a look at it.

Dean Andy inquired about Vestry nominations, whether anyone had someone inquire or actively recruited. The Vestry discussed the nominations and nomination process.

The Annual Meeting will be Sunday, January 17. The Vestry discussed how this would work virtually, especially voting. The consensus was that a voting tool through Zoom itself would be easiest.

Dean Andy asked about our Christmas offering. We usually designate 50% to go to an outreach program, which last year was Nourish KC. The Vestry discussed this. The consensus was that Dean Andy would contact Terri Curran and decide with her what to donate it to.

Dean Andy attended the Imagine Downtown Kansas City Community Workshop, which Ron Michka attended, too. They discussed projects being looked at over the next ten years. It was a good meeting, and Dean Andy will continue to be a part of those conversations.

3. Financial report

David Telep, Treasurer, presented the financial report. Richard Wolf, Finance Manager, was also present.

Year-to-date, it's the same story as for the past month. Plate offerings are still robust, even in this remote church environment. Total revenues are up \$46,000 against budget, though in there is \$166,000 of PPP money. Total expenses are down \$264,000 below budget, comprising "savings" in clergy salaries, property, utilities, education, music, and parish life.

Last month, the Vestry discussed and decided what to do with the large cash surplus, which now has to be put into effect. First, pay off the chiller work at \$71,000, by transferring money from the operating fund into the property fund, which the Finance Committee advised. Second, move some of the excess cash into next year, by authorizing up to \$200,000 from the operating fund to a trust fund, which would serve as an operating reserve in 2021 and 2022, done solely via accounting entry, which the Finance Committee also advised. This would reduce the base upon which the diocesan assessment is calculated for this year, and the assessment would be made as the money is transferred back into the operating fund year-by-year. A written proposal was submitted for both of these requests. Paula Henderson Connors moved to accept the proposal, Sharon Cheers seconded, and the motion was approved by unanimous voice vote.

David presented a proposed budget for 2021, approved by the Budget Committee after discussion and revision. Assumptions that went into it included that the Cathedral would be operating under non-COVID rules effective January 1, 2021, as we were in 2019, that the Associate Clergy position would be filled in

January at a salary commensurate with previous, that Children's Ministry would be filled at the same cost it had been before, that there would be zero change in ministries' funding from 2020 levels, that the pledge amount would be reduced from \$467,000 to \$410,000, that endowment contributions would be the same as in 2020, that there would be a 2% pay increase for staff, and that the Dean's changes in staff would continue. Endowment-to-operating and recurring bequests again will represent slightly more than 70% of our revenue for 2021, which is a huge amount coming from those sources. Despite these assumptions, we know that the two positions likely will not be filled by January 1, and we have more cash than we had anticipated because of the Vestry's decisions about keeping the surplus. It wound up with a deficit of about \$70,000.

The Vestry discussed the proposed budget. Jonathan Sternberg moved to accept the proposed budget as presented, Bill Colvin seconded, and after further discussion, it was approved by unanimous voice vote.

We've gotten draft reports back from our audit, which are all looking good. Once David and Richard had provided feedback to the auditor, the auditor would report back to the Vestry.

Dean Andy thanked David for all the work he had done. David has decided not to continue on as Treasurer, but Dean Andy and Paula Henderson Connors were in the midst of finding another one. The Vestry thanked David for his great work as Treasurer.

4. Stewardship report

Steve Moore, Chancellor, reported on ongoing stewardship.

We have 116 pledges totaling \$353,000, with the average pledge being a bit over \$3,000. We have 36 pledges not yet renewed, which based on last year's numbers would be \$81,000 dollars. If we add those together and everything comes in, that would be \$435,000, which would be \$25,000 over budget. Steve was confident that we would meet, and likely exceed, our budget number. We're beating two years ago. We've made personal calls to the people who haven't renewed, and the pledges are still coming in.

5. Junior Warden's Report

Richard Morse, Junior Warden, presented his report. He reported on calls he had made for stewardship along with Dean Andy.

6. Senior Warden's Report

Paula Henderson Connors, Senior Warden, presented her report.

We've had two architecture firms, Gould Evans and Strada, visit our campus and take a tour, and we talked to both of them about creating a master plan assessing what we have. This would enable us to budget for expenses, future and upcoming. Both were good meetings and both were very enlightening. We're planning to meet next week internally to discuss what both firms have presented.

As for voting for the annual meeting, Paula will follow up with IT and determine whether we can't do that using the functionality in Zoom.

Chris Morrison has gone above and beyond to volunteer to help with recording and livestreaming our services, which is all on his own time, and the Cathedral thanks him for all his hard work. Paula suggested that we do something in the way of a gift card at Christmastime. A discussion ensued. Paula Henderson Connors moved that out of gratitude to Chris and his family, we purchase a gift card in the amount of \$1,000, Ryan Thomas seconded, and the motion passed by unanimous voice vote.

7. Vestry Liaison Reports

Phaedra Fahnestock, Outreach, reported that Christmas treat bags were donated, with 75 to Crittenden and the rest to the Backsnack program. We donated 471 pounds of food from the Advent event, plus regular donations, to St. Mary's. We send cards to COVID frontline workers at St. Luke's Hospital. We also sent 100 lunches to St. Luke's frontline workers, 50 from the Outreach budget, the rest from donations from the congregation. We also donated clothing to St. Andrew's free store.

Sharon Cheers, Safety, forwarded her report earlier.

Amy Cornwell, Children's Formation is busy working on the Christmas Pageant and uploading it. Videos are being put together for the service.

Ryan Thomas, Social Justice, reported they're still working on a diversity and inclusion forum online via Zoom prospectively for the first quarter of 2021.

Nick Smith, Young Adults, they had their recent monthly Zoom. They're growing in numbers.

Ken Stewart, bookstore, got the new cash drawer in, and we should be running back up to speed soon.

8. Old and new business

Paula Henderson Connors proposed a toast to Ryan Thomas and Jonathan Sternberg, and thanked them for their service on the Vestry.

Dean Andy reminded everyone that we are doing a Christmas communion distribution this Saturday from 11-12 and next Tuesday from 11-1. It has been consecrated and packaged. If anyone needs it and can't get it, contact Julie.

Also, we've been in discussions to be part of the Polk online directory for doing direct-mailings. That's a \$600 annual fee.

Ken Stewart brought up funding the AV equipment for livestreaming. This will be discussed in January.

The meeting adjourned at 6:58 p.m. After a special meeting of the Vestry after the annual meeting on Sunday, January 17, 2021, the next regular meeting of the Vestry will be Thursday, January 28, 2021.