

Grace and Holy Trinity Cathedral

Minutes, Regular Meeting of the Vestry on Thursday, August 25, 2022

Approved at the September 2022 Vestry meeting

Vestry Members and Leadership Present In-Person: The Very Rev. Dr. Andrew C. Keyse (Dean), The Rev. Canon Ryan Wiksell (Associate), Candy McDowell (Sr. Warden), Michael Thomas (Jr. Warden), Steve Moore (Chancellor), Pat Decker, Bill Colvin, Valerie Johnson (Clerk)

Via teleconference: David Barker (Treasurer), Sharon Cheers, Ron Michka, Paula Livingston-Lewis, Nick Smith

Absent: Amy Cornwell, Ken Stewart, Kay Woolley

Others Present: None

The meeting was held in a hybrid format (in Common Room and via Zoom teleconference). The meeting was called to order at 5:35 p.m. by Dean Andy with opening worship.

Approval of previous meeting's minutes

Valerie Johnson presented the July 28, 2022, regular Vestry minutes for approval with edits described verbally to the version that was distributed in the August Vestry Packet. Edits were made to the Jr. Warden's report in the Safety/Security section and how members/leaders are listed in roll call for meetings in the future.

Candy McDowell moved to accept the minutes as presented with edits and was seconded by Michael Thomas. The motion passed without further discussion.

Dean's Report, The Very Rev. Dr. Andrew C. Keyse

Safety/Security: On August 7, at the 8 a.m. worship service, a visitor was closely watched by the security officer, clergy and staff as she was likely challenged with mental health issues. Although she appeared to be non-threatening, it was unpredictable behavior moving around the nave and at the altar. This event was brought to the attention of Executive Committee and the church staff regarding mental health training and will be addressed through training of staff and ushers. Sharon Cheers noted in her written Safety/Security report that the Sheriff's deputies will visit with staff to provide safety training. Britany Sparrow Savage (Children's Ministry) is also contacting a mental health professional to train staff and others.

Strategic Planning Committee (SPC): The Stakeholders' Survey is finalized but will now be distributed to the parish after Labor Day. Once results of the survey are obtained, the process will move toward gathering the SPC to review findings and prepare a presentation for the vestry.

Deacon: The formal introduction/announcement of our new deacon will be soon as her ordination will take place in October with planned arrival at GHTC on October 9. She is currently in the process of making an announcement to her current parish. Once that is completed, GHTC will be informed who she is.

Organist Dr. Paul Meier (Director of Music) and Dean Andy met regarding the job description for the Assistant Organist position, which includes responsibility for the children's choir. In consultation with Dave Barker (Treasurer) and Candy McDowell (Sr. Warden), a determination of salary line is being made. It is hoped this position may be filled by the end of October/early November. This is not a full-time position but would be a ¾ time position. At this time, the title is "Assistant Organist".

Pete's Garden: This organization is involved with food rescue which repackages food and redistributes to those in need. They work with children through Operation Breakthrough. They were referred to GHTC by David Kemper as our facilities may support their efforts. They are not in need of cooking equipment but do need space to operate. They could use lower Founders' Hall (FH) for their prep space. We would need to remove our 2 nonfunctioning refrigerators and they would bring in their own equipment. They are also looking to obtain grant money to replace the FH walk-in cooler and repair the current dishwasher for their use. Steve Moore (Chancellor) and Dean Andy are working on a contract to outline their financial responsibilities while in FH. GHTC may need to rekey the café entrance door so access is limited to only their designated space. We are currently in discussion about a feasible monthly fee for weekday use. They would not be there during evenings or Sundays. There would be volunteer opportunities for our members.

This partnership would begin in January 2023, and discussions are being made to prepare for their arrival.

Discussion points: What happens to the equipment they bring into FH when they vacate? How will Youth utilize the space in FH (if PreK takes place in their current Haden Hall location)? A partition between the café and the kitchen may address when we might need both areas in use. The internet would be available to them for administration purposes. Office space in that lower hallway may also be feasible.

Associate's Report, The Rev. Canon Ryan Wiksell

Nametags and Welcoming Visitors:

Canon Ryan described the new nametag process with special thanks to Julie Toma for her work with the reconfiguration of the nametag kiosk.

Canon Ryan provided the overview of finalized Welcome Bags. There are 3 types of gift bags for: 1) adults; 2) adults with gluten-free snacks; and 3) children. Items include: GHTC mug, a card describing the cathedral tower, 2 vouchers to Vested coffee, children's artwork on a postcard, GHTC can cooler and a pen, snack items, book for children's bags. These bags will be kept at the Welcome Table in FH. The team will continue to work with the greeters to coordinate guidance to the Welcome Table. A GHTC bookstore voucher might also be added to bags and this will be worked out with Ken Stewart, Bookstore Manager.

Children and Youth Ministry: Originally Children's Ministry had planned for two areas for children: Kindergarten through second grade and third through fifth grade. Due to low numbers and needed volunteer support, all children will be kept together, K-5th. Britany Sparrow Savage is comfortable with this arrangement for now. Ministry Fair on September 11th will be seeking volunteers to support this ministry.

Youth may be locating to lower FH (see Dean's Report of Pete's Garden). Some upgrades to the FH space may occur later in the fall and may include new flooring, ceiling tiles, and can lights rather than the current pendant lights and a possible partition between the kitchen and café room. This is in discussion with Buildings and Grounds.

Safety/Security: Communications across campus are being evaluated in order to improve two-way radio communications between staff and the Sunday security officers. Haden Hall area needs to be alerted to emergencies quickly and have a plan in place in order to respond safely.

Involvement with partnerships: Canon Ryan is continuing work with the planning committee for Episcopal Parish Network (EPN) (formerly CEEP) conference and will be in Jacksonville, FL, for a few days working on that event. He has been serving on the Nourish KC Board and reaching out to local churches to strengthen relationships with outside Episcopal priests. William Jewell series registrations are coming in for Canon Ryan's class beginning in September. The meeting location on campus will be determined once number of registrants is known.

Financial Report *presented by David Barker, Treasurer*

The Financial Report and Financial Committee Minutes were included in the vestry packet prior to this meeting. Dave Barker (Treasurer) highlighted:

The Finance Committee did not meet in August.

Pledge income was up slightly and Plate income is strong. User fees are off because activities in the community were down in July. Endowment income is down, as expected, since we took 4% (rather than 5%) from the endowment.

Expenses remain as they have been the first part of the year. Utilities expenses are within budget despite increasing costs. MTD are in line with what was anticipated in the budget.

Our Operating Account can cover 8-9 months of expenses even if no income comes in.

Budget for next year will see some strains due to inflation; and if our income does not increase, there will be a negative impact on our budget. The 2023 process will begin in October when Dave returns unless another person would like to begin sooner.

Michael Thomas moved to accept the Financial Report as presented and was seconded by Paula Livingston-Lewis. The motion passed with no further discussion.

(Dave Barker, Treasurer, departed the meeting at this time.)

Stewardship Report *presented by Steve Moore, Stewardship Chair*

A Stewardship Luncheon is being considered for the fall 2022 calendar.

Junior Warden Report *presented by Michael Thomas*

The report of the Buildings and Grounds Committee (BGC) was included with the vestry packet prior to the meeting. The report and highlights at the meeting are included here:

Stovetop/Oven in FH: The upper stove in FH had a gas leak which is not repairable and must be replaced. Estimate for replacement was \$2775 for a Vulcan brand. Wolf brand entry line is made by Vulcan but sells for \$4200 through Wolf. Julie Toma consulted with a local restaurant supply company and they can obtain both the Wolf and Vulcan models but suggested an Imperial model, which is \$1100 more expensive than the Vulcan. By mid-September, however, they can have the Vulcan for \$2775 for us. The Imperial has more features, but in the interest of savings and service, Michael suggested we wait for the Vulcan. This company will install and haul away the old stovetop for an additional \$100. This will be a repair purchase and is moving forward with this.

Playground: There are vendor issues with the security camera and the automatic lock for the playground so is delayed at this time.

Walkways on Campus: David Ross is planning repairs for the sidewalks and will take place on a Saturday.

Senior Warden Report *presented by Candy McDowell*

Pre-K Pathways: Wednesday, August 31st at 5:30 p.m. The Meriweather group will make a 90-minute presentation in a hybrid format (teleconference and in-person) to the vestry. Jillian Meriweather will be the presenter.

Chris from Clockwork Architecture and Design will be coming to Haden Hall to do the 'Test Fit' assessment as we move forward with Phase I of the proposal to design 2 pre-K classrooms. Once completed, it is hoped to have preliminary construction figures available to determine feasibility to the project.

Vestry Liaison Reports

Community Engagement Croquet Tournament is being considered in October. Dates are being explored currently.

Tuesday morning conversations are experiencing sparse attendance, but continues to meet. Vestry members are invited to participate.

Downtown Council (DC) meets every other month. Their September 8, meeting is planned and Ron will attend. The DC has published a new report for the Barney Allis Plaza redevelopment and the City Manager would like it to now include affordable housing. A new plan displays housing on the west side next to Bartle Hall. If anyone is interested in seeing this report, Ron will forward it.

Canon Ryan inquired about the parking lot between 12th and 13th Streets because there has been some discussion to develop that area with retail, parking, etc. The lower level of parking at the Barney Allis Plaza is now closed and this may impact us in some way as people seek available parking. The current Waddell and Reed parking structure has now become accessible to the public, which may be helpful to alleviating parking issues.

Ron suggested we pay attention to Kansas City Southern and other developments near our campus.

Safety/Security presented by Sharon Cheers in an email on 8/25/2022

At the Sunday worship services, the Jackson County Sheriff Department provides security of the property and patrolling of the parking lots. The contact person is Deputy Sheriff Edward Johnson, (816) 541-8017 or email EDJohnson@jacksongov.org. The other two regular Deputy Sheriffs, are Dwight Rhodes and Walter MacDonald. They are also available to provide security training, attend meetings and provide public safety updates.

The Downtown Council, Community Improvement District (CID) provides security to downtown businesses and organizations. The Cathedral is a member of the Downtown Council. The contact person is Mr. Frank Jackson, Supervisor, and the dispatch number (816) 820-3475. Their geographical area is from the River Market to Truman Road (which includes the Cathedral property). The Downtown Council (CID) Security hours are: 6:00 AM to 10:30 PM, seven days a week. Their operation time coincides with Cathedral business hours and most Cathedral evening events.

Downtown police patrol downtown property, answers calls for service requests, interacts/intervenes with houseless persons, have authority to detain persons, work with KCPD and all other emergency first responders, etc. They are available to attend business/neighborhood meetings, provide public safety training and updates.

KCPD Community Interaction Officers (CIO) are Andy Hamil and Charmaine Sanders, and are located at 1200 Linwood, KCPD Central Patrol Division. The Cathedral is in the KCPD Central Patrol jurisdiction. The KCPD/CIO Officers are also available to provide public safety training, updates, etc. and information to businesses, neighborhoods and community groups.

Julie Toma, Cathedral Administrator, and Angie Graham, Property Manager, are the contact persons for Downtown Council (CID), the Jackson County Sheriff Department and the KCPD Community Interaction Officers.

No further reports from: **Social Outreach; Social Action; Children's, Communications; Young Adult**

Old Business

Sharon Cheers mentioned the Argus Building is moving forward with Jackson County offices. It was suggested we engage with them as we are considering our Pre-K planning and future plans. Dean Andy has reached out to them and will continue to do so.

New Business

Vestry meeting planning: Our next Vestry meeting is to be held on **Thursday, September 22, 2022 at 5:30 p.m. in a hybrid format.**

Candy McDowell moved to adjourn the meeting. Bill Colvin seconded and the motion passed with a majority vote. A closing prayer was led by Dean Andy. The meeting adjourned at 6:35 p.m.

Respectfully submitted,

Valerie Blanco Johnson, Clerk