

Grace and Holy Trinity Cathedral

Minutes, Regular Meeting of the Vestry on Thursday, September 22, 2022

Approved at the October, 27, 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), Sharon Cheers, Ken Stewart, Kay Woolley, Bill Colvin, Nick Smith

Via teleconference: David Barker (Treasurer), Ron Michka, Paula Livingston-Lewis, Valerie Johnson (Clerk)

Absent: Pat Decker, Amy Cornwell

Others Present: Robin Rusconi, Chris Morrison

The meeting was held in a hybrid format (in Common Room and via Zoom teleconference). The meeting was called to order at 5:30 p.m. by Dean Andy with opening worship.

Approval of previous meeting's minutes

Valerie Johnson presented the August 25, 2022, regular Vestry minutes for approval with edits described verbally to the version that was distributed in the September Vestry Packet.

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*

Update Personnel: The position for Assistant Organist has been officially posted.

Strategic Planning Committee (SPC): The Stakeholders' Survey was conducted with the parish and is now closed. There were 102 individual responders to the survey and results will be finalized. The SPC will meet in October to review results and anticipate a presentation to the vestry in November.

Upcoming Events: Deacon Ordination is on October 1, at 10:30 a.m. at St. Andrew's in Kansas City. This includes our incoming Deacon, Barbara Wegener. Robin Rusconi will serve as Verger; October 8, at 1:00 p.m. GHTC we will have a service for Blessing of the Animals; October 8, is the funeral for Mary Lagergren (visitation at 2; funeral at 3) at GHTC.

Diocesan Council (DC) Report (by Chris Morrison, Diocesan Council and GHTC Member): See attached handout. The purpose of this presentation is to explain the Diocesan budget as it pertains to general priorities, income and expenses. Their goal is to find a balance of how much churches contribute to the Diocese and how they support their individual goals. The general budgeting process is similar to our own: The Diocesan ministries submit their requests to Diocesan Treasurer; and the Treasurer works with the Finance Committee to create a "Plan for Ministry" document (also available on the WMO Diocesan website). This document is presented to the Diocesan Council (DC) of which Chris Morrison is a member. The DC examines the document and is able to make comments/suggestions and the document is shared with the Deanery Councils for comments and is brought to the November Diocesan Convention for review, amendments and approval.

Chris Morrison walked the vestry through the handout regarding 2022 expense summaries, income summary and priorities of the Diocese. Specifically, Chris Morrison highlighted the Income Summary. Approximately 1/3 of the income comes from investments and a larger portion comes from Congregational Covenanted Portions (or assessments). This is based upon the income of each church over their past two years (taken as an average—unless

the second year is lower) If the second year is lower, then they use the lower one. In today's example, St. Andrew's calculation base is \$1,902,092 and GHTC is \$1,647,350. These are the two highest Congregational Covenanted Portions in the Diocese. The third highest portion comes from Christ Church in Springfield, which was \$809,639 in 2022. The lower portion of this handout described the Proposed Calculation. This reflects that smaller churches have a smaller percentage assessed than the larger churches. The formula also considers money a church designates toward outreach ministry and other information found on a church's parochial report. This type of formula is similar to other dioceses but is at the discretion of each diocese.

The handout "Summary of Covenanted Portion History for GHTC" reflects the 2008-2023 assessment totals. A couple of decreased portions assessed were experienced due to inquiries by churches.

Next year the Diocese will go to a zero-based budget as they construct the "Plan for Ministry". This includes a "clean slate" start to the budgeting process.

Discussion points from the vestry: Additional downtown assessments are incurred by GHTC and others located along the streetcar. Does the Diocese take that into consideration when determining covenanted portions? Do they consider other city obligations for other churches in the Diocese? Is there consideration also given to GHTC because of the maintenance and accessibility to others because of being the Cathedral?

Diocesan Council meetings are open to anyone and the next one is October 8, 2022, at 10:00 a.m. at St. Anne's in Lees Summit, MO. Future questions can be directed toward Chris Morrison who will respond or facilitate obtaining answers.

Support of application for admittance to Holy Orders: This vestry had approved Robin Rusconi following discernment on January 28, 2021, into the vocational diaconate. Robin is currently in postulancy because she has applied to be a candidate for Holy Orders. This vestry is asked to reaffirm their support for her preparation for ordination to the diaconate. Robin addressed the vestry about her development and current chaplaincy role at Saint Luke's Hospital on the Plaza. Robin anticipates May 2022 graduation and ordination in June 2022. Field work will begin in March with a congregation unlike her current church home (GHTC) and a church with a permanent deacon. This will involve Sundays and the assigned work of developing/supporting a specific ministry at that church.

The vestry presented questions to Robin regarding her clinical and other required hours, St. Luke's interfaith chaplaincies and personal spiritual journey.

Robin left the meeting as the vestry reviewed the letter of reaffirmation to support Robin in the continuance of the process toward diaconal ordination. The vote of the vestry supported Robin's process and the members signed the letter indicating support. Members attending online were asked to send an email to Dean Andy indicating their support.

Space Allocation for Youth: The Pathways report will continue to examine space for the Pre-K program and ways to allocate space for the youth. The current area being considered for a youth meeting room is the Café space in Founders' Hall (Lowest level) for youth as well as other groups. The Common Room also continues to be examined for usable, general space. Dean Andy would like a committee to form for EACH space. Vestry members were asked to consider serving in this capacity or suggest those who might be good candidates to do so. Steering committees for such areas could develop ideas and suggest budget amounts appropriate for the project.

Pete's Garden (PG*): Also in the Founders' Hall lowest levels, Pete's Garden continues to be interested in using these areas. Steve Moore (Chancellor) and Dean Andy have drawn up a contract to be reviewed by PG. They have informally agreed to the terms of the contract and will make a formal agreement before moving forward. PG would potentially like to enter into the agreement in November 2022, in order to set up equipment and facility

with hopes to begin operation in January 2023. (PG* is an organization involved with food rescue which repackages food and redistributes to those in need. They work with children through Operation Breakthrough.)

Associate's Report, *The Rev. Canon Ryan Wiksell*

Canon Ryan thanked Dean Andy and Fr. Chas of St. Augustine's for the time and invitation to participate in a quiet, retreat day at St. Augustine's parish house earlier that day.

Children and Youth Ministry:

Youth programs have begun for the new year. In Children's Ministry, Brittany Sparrow Savage has reported numbers are lower than hoped. She expects this will change but is reaching out to families about participation. Christine Morrison has volunteered to help with 3rd-5th grade this semester and focus upon an Advent activity/class for them. Currently K-5th is grouped together, but her lead will enable 3rd-5th to have their own sessions.

Adult Formation: In January, Christine Morrison will join Leticia Porter with assisting Zoom participation while trying to increase attendance in classes. In-person participation has been very good but the online participation has tapered off. Additionally, improved experience for online learning could be promoted to other churches who may desire formation classes not accessible through their home church.

Nametags and Welcoming Visitors: The nametags and welcoming process is going well. Welcome Bags are available and being assembled as needed. They continue to improve the greeting protocol.

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, in a couple of weeks for a few days.

Hope In Black and White event on October 1: This is a joint event between KC Ballet and UMKC Conservatory hosted by GHTC. It features a documentary screening, "A Good Man" with a panel of speakers discussing race and dance in America as a choreographer.

Discretionary Funds: Reports about rent and utility assistance will be provided through communications with the parish. These are areas of continued need as well as fuel and transportation support.

Financial Report presented by David Barker, Treasurer

The budgeting process will begin in October with hopes to be presented to the vestry at the November meeting. Vestry members were invited to participate on the Budget Committee. Please contact David Barker, if interested.

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

August was a good financial month. Pledge income was strong especially compared to last August as summers can be 'down'. Pledge and Plate were also strong this past month.

Expenses were higher due to some one-time costs in Facilities (air conditioner) and Parish Life (William Jewell co-hosting fee, parish breakfast and childhood development project). Therefore, that number was larger than anticipated.

YTD numbers are generally where anticipated at this time of year, with the exception of Parish Life. However, Parish Life has been unusually low during these past months.

Earned Retention Credit (part of the PPP program during the pandemic) from the IRS is expected to come in (approximately \$264,560 plus interest when all completed). We have already received \$66,964 in one quarter and

have received additional \$140,000 over three more payments. A \$20,000 memorial gift was given by the family of Nancy Cavanaugh to be distributed to some ministries.

Discussion Points: Perhaps we should keep this income in 'reserve' in case there is a need to pay a portion of it back to the IRS.

Sharon Cheers moved to accept the Financial Report as presented and was seconded by Michael Thomas. The motion passed with no further discussion.

A question was raised by Ken Stewart about the timing of budget requests. Dave indicated input will be invited by all ministry leaders.

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. Additional to note:

Contract updates: Service contracts have been received from Julie Toma (church administrator) and reviewed by Bud McDowell and Michael Thomas. Design Mechanical has suggested a couple of recommendations that might extend the life of the chill wrap. Current consideration is being made to an approximately \$3k cost, but no decision has been finalized.

Stovetop/Oven in FH: The new stovetop/oven has been installed and a gas leak has already been addressed. This is covered under warranty of this new appliance.

Trees: Tree trimming and Ash tree treatments have been estimated and are being considered.

Discussion Point: Ash tree treatments are an ongoing expense. Removal may need to be considered as the less costly route.

Senior Warden Report *presented by Candy McDowell*

Pre-K Pathways: Jillian Meriweather of The Meriweather group completed the report to vestry via a hybrid format presentation on August 31 at 5:30 p.m. The report covered the potential pathways to move forward with a Pre-K program at GHTC. The licensing part of the project involves the facility requirements while the accreditation portion goes beyond the facility. In order to receive any income from a child's enrollment, the facility must be licensed.

Clockwork Architecture and Design has sketched 2 rooms of Haden Hall that would be licensed for 20 students per room, ages 3-4 yrs. Children less than these ages have different requirements for rooms in order to be licensed in that category. A contractor will come up with only preliminary construction figures available to determine feasibility of the project, and that will be available by the middle of next week. With the Pathways report and the Clockwork Design estimate, the Strategic Planning Committee will now have access to this information as they consider feasibility of this project.

While the contractor was looking at space in Haden Hall, they also considered the lowest level of Founders' Hall. We may want to enlist the contractor's input with imagining this space as well. The contractor is not being paid for this type assessment.

Vestry Liaison Reports

Community Engagement; Safety/Security; Social Outreach; Social Action; Children's; Communications; Young Adults No reports were made by these groups.

Old Business None

New Business

The next William Jewell class offered will be taught by a William Jewell professor. Current attendance has been 20-25 students.

The Trinity Choir will be considering returning to the loft based upon CDC recommendations. All metro counties are currently in the 'yellow'/medium risk range. Only one, Johnson County, KS, is in the 'green'/low risk range.

Vestry meeting planning: Our next Vestry meeting is to be held on **Thursday, October 27, 2022, at 5:30 p.m. in a hybrid format.**

Ken Stewart moved to adjourn the meeting. Kay Woolley seconded and the motion passed with a majority vote. A closing prayer was led by Dean Andy. The meeting adjourned at 7:03 p.m.

The Vestry entered Executive Session following adjournment and the recording process of the meeting was discontinued. Executive Session ended at 7:45 p.m.

Respectfully submitted,

Valerie Blanco Johnson, Clerk