

Grace and Holy Trinity Cathedral

Minutes, Regular Meeting of the Vestry on Thursday, July 27, 2023

Approved at the August 24, 2023 Vestry meeting

Vestry Members and Leadership Present In-Person: The Very Rev. Dr. Andrew C. Keyse (Dean), Candy McDowell (Sr. Warden), Julie Brogno, Ron Michka, Blain Lagergren, Sara Copeland, Steve Moore (Chancellor), Valerie Johnson (Clerk); Via teleconference: Sharon Cheers, Mathias Nichols, Pat Decker, Paula Livingston-Lewis, David Barker (Treasurer)

Absent: Michael Thomas (Jr. Warden), Kay Woolley

Others Present: None

The meeting was held in hybrid format (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 May 25, 2023, regular Vestry minutes that were distributed in the July Vestry Packet. There was no June 2023 meeting of the Vestry. **Blain Lagergren moved to accept the May 25, 2023, minutes and was seconded by Sara Copeland. The motion passed without discussion.**

Valerie also presented the minutes from the February 28, 2023, Vestry Retreat's business action item regarding the funds approved for the 2024 UK Choir Tour. **Candy McDowell moved to accept the minutes pertaining to the Vestry Retreat business item and was seconded by Sara Copeland. The motion passed with a name spelling edit.**

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

Strategic Planning: A draft report has been created regarding Strategic Planning and the SP Committee will meet in August to finalize the document with a presentation to the Vestry in September. This Strategic Plan will pertain to years 2024-2026.

Upcoming events: The Metro Deanery picnic will be held at GHTC on July 29th from 12-3 p.m. The Croquet Tournament is scheduled for September 16.

Personnel updates: Candidates are still being sought for Associate Priest and there have been two applicants to date. Special thanks to Deacon Barbara Wegener and Rev. Darrel Proffitt for their additional clergy support during this time. Four candidates for the Assistant Organist position have applied and two have been interviewed to date. There have been no applicants for the Children's Ministry Coordinator, but activities in this ministry area are organized and covered by staff through Christmas. Additional posting locations will be sought in order to expand the call for applicants.

A question about whether the Assistant Organist will oversee children's choir and handbells was raised. Dean Andy confirmed children's choir is included in the position. Handbell Choir has not reconvened since the pandemic and will need to be reorganized.

Leasing Parking Spaces: Jackson County has requested approximately 40 parking spaces be available on Monday-Fridays (8 am – 5 pm) to visitors appealing Jackson County housing appraisals on a temporary basis—ending in September. The GHTC corner lot at 14th and Broadway contains approximately 22 spaces and the lower lot off Broadway has 12-13 spaces. The agreement between GHTC and Jackson County will be worked through Steve Moore (Chancellor) and Dean Andy. The agreement will include items of Jackson County's responsibility such as: signage; communications with visitors; insurance certificate/added insured. Visitors are asked to walk along 14th Street rather than through the GHTC campus; spaces will be unavailable if GHTC has a special event; and the Sheriff will police the lot for GHTC when there is an on-campus event during the week. Leasing fees will be determined based upon the value of weekday downtown parking costs. During this discussion, \$1000/week was

generally considered an acceptable amount to be paid to GHTC in addition to a Certificate of Insurance naming GHTC as the additional insured.

Election of Treasurer: In order to comply with the Bylaws, the Treasurer is elected by the Vestry. Dave Barker, our currently sitting Treasurer, was not officially elected in January. Therefore, Sara Copeland moved to elect Dave Barker as Treasurer until January 2024, when a successor can be nominated by the Vestry. It was seconded by Blain Lagergren and passed unanimously.

(Note: At the May Vestry meeting, a motion passed that the positions of Finance Committee Chair, Treasurer, and Budget Committee Chair be held by three different individuals. Currently, Dave Barker holds all three positions.)

Chip Buckner has agreed to accept the nomination as Treasurer and will be voted upon by the Vestry following the 2024 January Annual Meeting.

Dave Barker has been appointed as Chair Finance Committee Chair and the Budget Committee Chair is still being sought.

Financial Report *presented by David Barker, Treasurer*

Steve Berman, GHTC Finance Coordinator, and Dave Barker have identified that real time access to account information will be more beneficial than the way current reports are being utilized. This change in service will reduce current account fees and make it possible to deposit checks electronically. We may also be eligible to earn interest with this change.

The audit process continues to be evaluated and a new auditor will be interviewed for comparison to the current accounting firm. This may wait until the end of the year as current auditors have already begun their work.

The vestry-approved transfer of funds (\$10,000) from the Faeth Endowment Fund to the UK Choir Tour fund (Line 2523) will be completed. It is unknown what amount will be required of individual travelers at this time.

June pledging was under \$20,000, which is low in comparison to other months. Pledge income, overall, is approximately \$288,000 and if that rate of income continues, that will bring us above the budgeted amount. User Fees (Line 4551 Pete's Garden) indicates there was no income for June and it was questioned why this is not automatically reflected for rental income.

Questions regarding the Financial Report: In the YTD Financial Statement, Total Revenues for budget is \$978,000 and actual is \$839,000. There is an interfund transfer of -\$153,802 in the Analysis of Revenue and Expenses statement. The Statement of Activity does not match with Operating spreadsheet. Dave Barker's notes were not identical to the Vestry's documents so he will get back to the Vestry with clarifications.

There was no motion to accept the Financial Report. Chancellor Steve Moore recommended tabling the acceptance of the report pending an explanation of the interfund transfer.

Stewardship Report *presented by Steve Moore, Stewardship Chair*

No current pledge report was available for this meeting. Vestry members, Blaine Lagergren and Pat Decker, will join the Stewardship Committee. A theme for the stewardship campaign is currently being considered.

Junior Warden Report *presented Dave Barker for Michael Thomas*

In Founders' Hall, mold was identified on the ceiling outside the restrooms of the main floor. It is being treated and will require additional painting once resolved. Plans are underway to seal the reredos, located in the Diocesan close, in order to protect it from the environment/elements. The city does not have funding for bicycle racks so Ric Sweeting had suggested applying for funding through the Deanery grant. The search for a part-time garden/grounds assistant has continued with no success, Ric Sweeting has offered to serve in this role until the position can be filled. On August 13, Dean Andy will make a presentation and facilitate a discussion about the history of the Common Room murals before removal. If there is a request to host an additional time/session, he will do so. Currently, descriptions of the murals remain on display around the Common Room based upon the research completed by The Rev. Brittany Sparrow Savage. It was suggested at a Buildings and Grounds meeting that outside groups' activities be limited on Saturday evenings and Sunday afternoons in order to allow staff preparations for Sunday services. One of two HVAC units in the Common Room requires repair. Design Mechanical quoted \$5,491 for the repair.

Senior Warden Report *presented by Candy McDowell*

Governance Update: Upon review, it is suggested revisions to the current Bylaws be made in the future. There is a Governance section in the drafted Strategic Plan which the Vestry will need to consider. Most of the proposed revisions are housekeeping issues while some are substantive. Housekeeping includes broadening what technology can be used for official communications and removing all the language that allowed us to progressively go from a 21-member Vestry to a 12-member Vestry. Proposed substantive revisions are: (1) to include the policy approved by the Vestry in May 2023 regarding the positions of Finance Committee Chair, Treasurer, and Budget Committee Chair in the Bylaws and (2) a nepotism clause.

Revising the Bylaws is a lengthy and careful process and approval of changes requires action by the entire Cathedral membership. The Strategic Plan sets the date for the proposed changes to come before the membership at the January 2024 Annual Meeting.

Vestry Calls: Julie Toma will send an email on August 11 to Vestry members with information about late summer round of calls to parishioners. Talking points include Ministry Fair, Croquet Tournament, and Blessing of the Animals.

Vestry Nomination Process: The January Annual Meeting will include the election of the Vestry Class of 2027. The Nominating Committee usually consists of 4 persons plus the Dean. Two members come from the Vestry and are called for at the September Vestry meeting. Two members are appointed by the Dean by the October Vestry meeting. It seems reasonable to begin calling for potential nominees the second weekend in November and cease publicity the first weekend of January. The slate of nominees will be published in the Friday *Cathedral News* email message on January 9th and 26th and in the Sunday Bulletins on January 21st and 28th (the date of the 2024 Annual Meeting).

Other Committee or Vestry Liaison Reports

Social Outreach, *Paula Livingston-Lewis for Terri Curran*

- Collected 263 lbs. of food during the Lenten Food Drive
- Donated 79 onesies during the May Drive for Maison de Naissance in Haiti
- Donated \$1,000 for midwife support to Maison de Naissance in Haiti
- Donated 24 Mother's Day Baskets to Sheffield Place
- Donated 4,859 diapers in June bringing the yearly total to 5802. Outreach purchased 999 of the larger size diapers. The final diaper drive of the year will be during the month of September. Happy Bottoms is having a fund raiser Monday, September 11, from 5:00-9:00. The Cathedral is a Gold Sponsor and we have

open spots for 16 people to attend. The event is on the parking lot of Happy Bottoms at 303 W 79th, KC, MO. The event features food, drink, music, and games.

- We are currently collecting school supplies for the children in residence and foster care at Crittenton Children's Center. These are being collected in the tower.

Children's Formation; Community Engagement; Communications; Young Adults No reports

Safety/Security, Sharon Cheers

Monday, August 14 (3:00-4:00 p.m. ET) is a virtual session regarding safety in churches. Vestry should receive an email invitation. It will likely be archived for later viewing.

Old Business None

New Business

Cathedral staff has received training for internet security (scams, phishing, etc.) through Knowbe4.

The next Vestry Meeting will be Thursday, August 24, 2023 at 5:30 p.m. in the Common Room and teleconference.

Sara Copeland moved to adjourn the meeting and was seconded by Julie Brogno. The motion passed.

A closing prayer was led by Dean Andy. The meeting adjourned at 6:58 p.m.

Respectfully submitted,

Valerie Blanco Johnson, Clerk