

# Grace and Holy Trinity Cathedral

## Minutes, Regular Meeting of the Vestry on Thursday, March 26, 2026

*Approved at the April 30, 2026 Vestry meeting*

### **Vestry Members and Leadership Present**

In-Person: The Rev. Canon W. James Yazell (Canon), Steve Moore (Sr. Warden), Nigel Jones (Jr. Warden), Colin Chambers (Clerk), Chip Buckner (Treasurer), Bill Boyd, Charles Shipley,

Via teleconference (Zoom): The Very Rev. Dr. Andrew C. Keyse (Dean), Steve King, Blain Lagergren, Mathias Nichols, Janet Sweeting,

Absent: The Rev. Clare Stern-Burbano (Associate Priest), The Rev. Barbara Wegener (Deacon), The Rev. Dr. Richard Liantonio (Deacon), Julie Brogno, Pat Decker, Christine Morrison

### Others Present:

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 led by Canon James.

### **Approval of previous meeting's minutes**

Colin Chambers presented the February regular Vestry minutes which were distributed in the March Vestry Packet. **Bill Boyd moved to accept the meeting minutes and was seconded by Nigel Jones. The motion passed without further discussion.**

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

Dean Andy reviewed the published schedule of services for Holy Week and Easter. Palm Sunday will include three regular services, with the 10:30 a.m. Liturgy of the Palms beginning in the courtyard. Monday and Wednesday will have a 12:05 p.m. Eucharist in the chapel. The Diocesan Chrism Mass will be held on Tuesday at 11:00 a.m. in the nave. Maundy Thursday will be at 7:00 p.m. with foot washing and the stripping of the altar. Good Friday services are at 9:00 a.m. from the Healing Altar and at 12:05 p.m. in the nave. Holy Saturday liturgy begins at 9:00 a.m. with the Easter Vigil at 7:00 p.m., at which seven people will be confirmed, reaffirmed, and/or received, followed by a reception. Easter Day will have services at 8:00 a.m. and 10:30 a.m., both featuring brass and receptions to follow. There will be no 5:00 p.m. service on Easter Day, and the Cathedral office will be closed on Easter Monday.

Dean Andy reminded the Vestry that the Pete's Garden fundraiser will be held on Friday, April 10 in Founders' Hall, the Friday following Easter. He noted that this timing has historically produced stronger attendance than a fall date. Registration is available online.

Dean Andy announced that he will be away April 23–27 to attend the North American Deans' Conference in San Diego.

### **Whom Should We Thank?**

No formal thanks were offered at this meeting. The Vestry noted that several acknowledgments will be made at the April meeting following Holy Week.

### **Canon's Report, *The Rev. Canon W. James Yazell***

Fr. James reported that the Lenten program concluded the previous evening and was well attended throughout the season, with 20–30 people present each night. He noted that given the program's focus on death and dying, the level of engagement was particularly gratifying. Sunday Formation has approximately six sessions remaining and will continue through mid-May before shifting to summer programming. Fr. James also announced plans for a newcomer gathering and a Eucharistic Practices workshop in April, and noted that his focus will shift to newcomer processes and systems heading into summer.

### **Associate's Report, *The Rev. Clare Stern-Burbano***

No report.

### **Deacon's Report, *The Rev. Barbara Wegener, The Rev. Dr. Richard Liantonio***

No report.

### **Financial Report, *Chip Buckner, Treasurer***

Chip presented the December 2025 financial report, addressing discrepancies that had been flagged at the previous meeting. A minus \$700 entry in gifts was clarified as a pledge payment that had initially been miscoded and subsequently reclassified, resulting in a negative figure in the gifts line. A missing \$19,000 Kemper Trust transfer was identified and corrected in a revised report from staff. The Faeth Fund entry for December was corrected from \$2,400 to the expected \$9,400. An adjustment of minus \$82,050 reflected the reversal of restricted funds that had been incorrectly routed through the operating account in November to cover courtyard and music expenses. Chip expressed concern about the volume of correcting journal entries and indicated he will work with staff to slow down and ensure entries are made correctly the first time. Chip stated he is now satisfied that the December numbers are accurate.

Chip presented the February 2026 financial report. Pledge income of \$30,000 compared unfavorably to February 2025's \$87,000, though Chip noted that last February was exceptionally high and that this year's figure is more consistent with historical norms. Plate offering of \$4,800 was substantially stronger than the prior year's \$1,500. A recurring bequest expected in January arrived in February, boosting that month's figures. User fees were lower due to the cancellation of scheduled ordinations, which affected parking revenue. Expenses were generally in line with expectations, with music expenses lower due to the absence of an assistant organist. Investments were relatively flat in February; Chip noted that investment values are down approximately 8% in March. **Nigel Jones moved to accept the December and February Financial Report and was seconded by Bill Boyd. The motion passed without further discussion.**

Chip thanked Steve Berman for his patience and responsiveness in fielding an extensive series of questions during the financial review process.

**Stewardship Report, presented by Steve Moore, Stewardship Chair**

Steve reported that as of the prior week, 91 pledges totaling \$450,601 have been received against the 2026 goal of \$465,000, leaving the campaign approximately \$15,000 short of target. There are 21 pledges from the prior year that have not yet been renewed, which totaled over \$40,000 last year; if those come in, the campaign would exceed budget by approximately \$25,000. The average pledge currently stands at \$4,952, up approximately \$430 from the same point last year. The campaign includes 9 new pledges, with 37 of 91 pledges increased from the prior year and only 11 decreased. A reminder letter from Dean Andy sent approximately three weeks ago generated a noticeable increase in responses. Dean Andy indicated he will make another verbal push for outstanding pledges following Easter.

**Junior Warden's Report, presented by Nigel Jones**

Nigel reported that Design Mechanical has been authorized to proceed with repairs to the HVAC controllers for the nave and Founders' Hall, at an estimated cost of approximately \$39,000, within the previously approved ceiling of \$50,000. Parts have been ordered and installation will follow upon delivery. Nigel noted that Design Mechanical has been an excellent partner, including technician Keith, and that the company as a whole has taken good care of the Cathedral. An A/C unit on the south side of the choir room that had failed was repaired at a cost of approximately \$2,500–\$2,800; the decision to repair rather than replace the aging unit was made based on a recommendation from Bud McDowell. Angie and her crew have oiled and polished the Founders' Hall floor, which now has a warm, shiny appearance. Nigel also reported that Janet and Ric Sweeting have purchased all of the plants for the living altar, which will be installed in early April before being distributed to pots and planting beds around the campus.

Chip reported that the Finance Committee recommended paying for the HVAC controller repairs by drawing from the general property fund held in the checking account, which will temporarily cause that fund to go negative, and then reimbursing it from the Grace Property Fund. Steve Berman requested a formal resolution to that effect.

**Nigel Jones moved to pay for the HVAC controller repairs from the property fund and to reimburse the property fund from the Grace Property Fund, and was seconded by Bill Boyd. The motion passed without further discussion.**

**Senior Warden Report, presented by Steve Moore**

Steve reported that Dean Andy, Fr. James, Julie Toma, Steve Moore, and Colin Chambers attended the Episcopal Parish Network (EPN) conference in Charlotte earlier in the month. A debrief among the five attendees was held prior to this meeting. Steve noted that the most valuable aspect of the conference was informal conversation with vestry members from other parishes, and that hearing other congregations face similar challenges was reassuring. A stewardship session reported that the average endowment draw across comparable parishes ranges from 3% to 6%, providing useful context for the Cathedral's own practices. Fr. James added that a number of the newcomer systems and processes he has been developing were informed by contacts made through EPN.

**Other Committee or Vestry Liaison Reports**

**Buildings & Grounds, Nigel Jones, Charles Shipley, Steve King**

No report.

**Finance, Nigel Jones, Steve Moore, Bill Boyd, Mathias Nichols**

No report.

**Social Action & Outreach**, *Colin Chambers, Christine Morrison, Janet Sweeting, The Rev. Barbara Wegener*

No report.

**Social Events**, *Julie Brogno, Colin Chambers, Pat Decker, Steve King*

No report.

**Newcomers**, *Julie Brogno, The Rev. James Yazell*

No report.

**Children & Youth**, *Blain Lagergren, Mathias Nichols, The Rev. Clare Stern-Burbano*

No report.

**Stewardship**, *Steve Moore, Blain Lagergren, Mathias Nichols, Pat Decker, Christine Morrison*

Report previously given.

**Community Engagement**, *Christine Morrison, The Rev. Barbara Wegener*

No report.

**Budget**, *Bill Boyd, Nigel Jones, Steve Moore*

No report.

**Organ Committee**, *Nigel Jones (Chair), Dr. Lucas Fletcher (Director of Music), Diane Barker, Paget Higgins, William McCandless, Charles Shipley, Janet Sweeting*

The Organ Committee was formed as an outcome of the Vestry Retreat. Nigel Jones presented the committee's analysis of three potential locations for a new organ: the chapel, the gallery, and the west end of the Nave floor. The chapel was dismissed as too small, with acoustics that would trap sound and risk deafening the clergy. The gallery was found to present significant structural, acoustic, safety, and cost challenges, including the need for a separate C.B. Fisk design contract estimated at \$60,000–\$90,000, fire egress deficiencies, ADA access concerns with the existing steep staircase, and problematic sound projection. The committee unanimously recommends placement at the west end of the Nave floor, which would respect and feature the existing Tiffany window, allow the choir to sing from a raised platform projecting over the congregation, improve sound quality and maintenance access significantly over the current configuration, and avoid the structural complications of the gallery option. The estimated cost is approximately \$3,000,000 for the organ, with an additional \$750,000–\$1,000,000 anticipated for building modifications. If approved, installation would be expected around 2031, a five-year process. C.B. Fisk requires a letter of intent to place the Cathedral in their construction pipeline; design renderings suitable for a capital campaign could be available within approximately six months. Dean Andy approved moving forward with exploring the letter of intent with C.B. Fisk. The committee will clarify outstanding details, including exit provisions should fundraising fall short, and will report back to the Vestry with a final letter for review.

**Additional Discussion**

**Old Business**

None.

**New Business**

The next Vestry meeting will be April 30, 2026 at 5:30 p.m. in the Common Room and via teleconference.

Bill Boyd moved to adjourn the meeting and was seconded by Nigel Jones. The motion passed.

The meeting was closed with the saying of the Grace. The meeting adjourned at 6:50 p.m.

Respectfully submitted,

Colin Chambers, Clerk