

Grace and Holy Trinity Cathedral

Minutes, Regular Meeting of the Vestry on Thursday, July 23, 2026

Approved at the August 25, 2026 Vestry meeting

Vestry Members and Leadership Present

In-Person: The Rev. Canon W. James Yazell (Canon), The Rev. Clare Stern-Burbano (Associate Priest), Steve Moore (Sr. Warden), Colin Chambers (Clerk), Bill Boyd, Julie Brogno, Charles Shipley

Via teleconference (Zoom): Nigel Jones (Jr. Warden), Chip Buckner (Treasurer), Steve King, Blain Lagergren, Mathias Nichols, Janet Sweeting

Absent: The Very Rev. Dr. Andrew C. Keyse (Dean)(sabbatical), The Rev. Barbara Wegener (Deacon), The Rev. Dr. Richard Liantonio (Deacon), 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 Steve Moore with Canon James leading opening worship.

Approval of previous meeting's minutes

Colin Chambers presented the May regular Vestry minutes which were distributed in the July Vestry Packet. Bill Boyd moved to accept the meeting minutes and was seconded by Charles Shipley. The motion passed without further discussion.

Financial Report, Chip Buckner, Treasurer

Chip presented the May and June Financial Reports, noting that revenues came in significantly higher than expected for both months. Pledges reached \$48,000 in May, and the Cathedral received an unanticipated anonymous gift of nearly \$280,000 in June. Endowment to Operating does not yet reflect the Vestry's previous motion to reduce the draw from 5.5% to 5.25% because the bank does not move that fast, but future months will reflect the smaller draw. Total revenues for the first six months of the year exceeded budget by approximately \$250,000, while expenses ran about \$70,000 under budget. Total investments now approach \$20 million, and the operating fund held \$931,000 after a \$809,000 withdrawal. Given continued uncertainty in the markets and the strength of these results, Chip recommended reducing the endowment draw rate from 5.25% to 4.5% for the remainder of the year.

Bill Boyd moved to accept the May and June Financial Reports and was seconded by Julie Brogno. The motion passed without further discussion.

Chip also reported that the Cathedral's auditor had raised concerns about the books, related to issues dating back several years. While Steve Berman had hoped the auditor would correct these issues directly, the auditor's role is to audit rather than to fix the books; the auditor has been in contact with Brenda,

who is reviewing the books to determine what corrections may be needed. Chip noted this as a hiccup in the audit process that Brenda is currently looking into.

Bill Boyd moved to change the endowment draw from 5.25% to 4.5% for the remainder of the year and was seconded by Nigel Jones. The motion passed without further discussion.

Whom Should We Thank?

No Report

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

Canon James reported that the summer book study begins this Sunday and will carry into a new continuous class for the program year, exploring church history through the lives of the saints, in the same format as the recent Episcopal Beliefs and Practices class. He also reported that he has been coordinating with Deacon Richard and the diocese regarding paternity leave for a transitional deacon, noting this is a new situation for the diocese; Deacon Richard's availability will remain limited with the new baby, and he plans to continue serving at the 10:30 service going forward.

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

Mother Clare reported that four babies were in church on July 12th — a notable milestone in her four and a half years at the Cathedral — which prompted conversations with parents and caregivers about reopening the nursery. The Vestry discussed logistics, including staffing through the Cathedral's contracting company, which requires about a month's lead time; the target is to reopen either the Sunday the Dean returns or shortly thereafter. Coverage would run from 9:15 a.m. to 12:30 p.m., spanning the service and coffee hour, with a sign-in process capturing the child's name, emergency contact, and any allergies. Separately, Lucas is working to bring on two choir members who have young children and would also need childcare. Clare is also scheduling fall programming, with children's ministry running from the second week of September through the end of the year and youth formation and youth group resuming in September. Finally, she reported that a visiting youth group from Iowa stayed at the Cathedral for two nights and attended Noonday Eucharist, helping raise attendance from an average of four to about twenty; she noted positive feedback from parishioners about the group's presence.

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

On behalf of Deacon Barbara, Canon James reported that discussions are ongoing at the diocesan level regarding overlapping jurisdiction between deacons and the Commission on Ministry over training and licensing Eucharistic Visitors (EVs). Once Safe Church and diversity training is complete, Deacon Barbara will be responsible for training EVs and scheduling visits, though this will require additional administrative support; it was noted that parish administrator Julie's workload is already at capacity. Canon James also reported that Deacon Barbara visited Mike Bennett, who is improving in rehab, regaining movement, and was able to pray and converse more during the visit.

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

A report noted that a few pledges for the year are still coming in, bringing total pledges in excess of goal. Plans are underway to meet with Mathias Nichols and Blain Lagergren to discuss a theme for the 2027 stewardship campaign, possibly waiting for Dean Andy's return for his input.

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

Nigel reported that, building on the HVAC controller installation reported at the last meeting, the new Metasys controllers are now installed, but many components are not responding properly to system commands. The recommended fix is estimated at approximately \$74,000, on top of roughly \$48,000 already spent. Nigel is looking to bring on an on-call HVAC engineering firm, with a preference for one company, to assist with this and future projects, including the upcoming organ installation.

Nigel also reported ongoing issues with the nave lighting, which have been flashing and had up to nine lights out at one point despite being only six or seven years old. He has been in touch with the original installer, who was surprised by the failures at this age and is looking into possible warranty coverage; the installer also has access to a cherry picker with adjustable legs that can fit over the pews, which would make repairs easier than the approach previously discussed with Angie's contact, who lacked that equipment.

On the organ project, Nigel reported that the \$150,000 non-refundable deposit needs a confirmed funding source; he will work with the Finance Committee, specifically David Barker, to ensure it is processed through the property fund as a capital expense rather than an operating expense. A further payment of approximately \$450,000 will be due after the initial six-month design phase. Concerns were raised about moving forward without full congregational input and about the overall timeline and cost. The Vestry agreed to hold a congregational meeting, targeted for the end of August, to explain the project and gather feedback before proceeding with a capital campaign. Nigel will prepare a concise summary of the project for congregational communication, and will begin forming a capital campaign committee, including identifying a chair and recruiting members such as Letitia Porter, Leanne Hayes, and Sarah Kambouris.

Senior Warden Report, *presented by Steve Moore*

Steve Moore reported that the Cathedral's registered agent — the point of contact for Service of Process and official notifications, as required of any corporation — was previously set up by the Lathrop law firm and is no longer a service being provided; after discussion between Dean Andy and diocesan counsel, Dean Andy agreed to serve in that role.

Steve Moore moved to name The Very Rev. Dr. Andrew Keyse as the Cathedral's Registered Agent and was seconded by Julie Brogno. The motion passed without further discussion.

Steve Moore also reported on proposed changes to the William T. Kemper Charitable Trust, which would allow it to give to supporting organizations and would appoint a new trustee; the Cathedral was assured the changes would have no impact on its annual gift from the trust. The Cathedral was asked to sign a Waiver of Service of Process and Consent to Jurisdiction so the changes could proceed.

Steve Moore moved to allow him to sign the Waiver of Service of Process and Consent of Jurisdiction to the changes to the William T. Kemper Charitable Trust and was seconded by Bill Boyd. The motion passed without further discussion.

Other Committee or Vestry Liaison Reports

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

Previously Reported

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*

Previously Reported

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

No Report

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

Additional Discussion

Old Business

None.

New Business

None.

The next Vestry meeting will be August 27, 2026 at 5:30 p.m. in the Common Room and via teleconference.

Bill Boyd moved to adjourn the meeting and was seconded by Charles Shipley. The motion passed.

The meeting was closed with the saying of the Grace. The meeting adjourned at 7:00 p.m.

Respectfully submitted,

Colin Chambers, Clerk