

Trinity Episcopal Cathedral
Vestry Minutes
October 24, 2019

The following are the members of the 2019 Vestry. Names marked with an asterisk were present.

Vestry:

Michael Beal	*Tim Owens
Gus Chapman	*Llewellyn Shealy, Clerk
*Walter Chastain	*Wade Stinnette, Junior Warden
*Ben Grimsley	*Ed Tilden
*Marian Hornsby	*Ian Weschler
*Phil Johnston, Immediate past Senior Warden	* Susan White
Brian Kvam	*David Wolff, Senior Warden
*Clark Lee	Stephen West
Mary McKissock	Ray Weston
Jonathan Milling	*Beth Yon
*Rusty Miller	

Invited Representatives:

*Dan Fritze, Chancellor	*Louise Taylor, Daughters of the Holy Cross
*Susie Van Huss, Trinity Foundation	*Liz Summers, Treasurer
*Eleanor Whitehead, Still Hopes Representative	

Staff:

*The Very Rev. Timothy Jones, Dean	*The Rev. Canon Patsy Malanuk
The Rev. Canon Dorian Del Priore	*The Rev. Canon Tina Lockett
The Rev. Canon Andrew Grosso	*Donald Benson, Canon for Administration
*Jessica Umbach, Director of Communications	

At 6:14 p.m., Dean Jones welcomed everyone and called the Vestry Meeting to order.

I. Opening Prayer

Dean Jones opened in prayer.

II. Bible Study

Ed Tilden will give the Bible study in November.

III. Approval of February Minutes

The minutes of the September 26th meeting were approved with one correction. The sentence on page 3 should read, "There will be a parish

celebration on November 24th to celebrate the kitchen renovation and completion of the Trinity Center repairs.”

IV. Report of Executive Committee

Louise Taylor asked the Vestry to volunteer for the Bazaar on November 9th to move large furniture donations and to volunteer on November 16th, the day of the bazaar.

Senior Warden’s Report

- The Diocesan building is complete except for the landscaping and exterior painting.
- The Trinity Center is complete except for some interior painting. A new committee is being formed to determine uses of the building to include the parish and the community.
- The kitchen should be finished within the next few weeks. The new equipment is either onsite or in storage. John Lindower is the consultant helping to set up the kitchen and train staff and volunteers. He has worked in the food service business for many years and also as a kitchen oversight volunteer with St. Andrews Presbyterian Church and he will work with the kitchen oversight committee to monitor and follow new policies and procedures
- The celebration on November 24 will be in the Trinity Center and will include an outreach fair.
- Pledge calls happened this week and 34 pledges came in Tuesday after the calls.
- Donald Benson has been supervising all the construction projects. David Wolff thanked him for all of his hard work.

V. Dean’s Report

- The November 24 celebration will include a bounce house, food trucks, and an outreach fair. It will have a festive atmosphere.
- Keenan chapel seating includes a combination of pews and chairs to allow for flexibility in seating. This is a work in progress.
- Allison Cox is coordinating the pictures for the directory. A visit to Still Hopes for photographs was successful and another trip is planned. The Dean thanked her for all her hard work.
- The upcoming Cathedral Connections will highlight all the new services.
- We are beginning the plans for the Trinity elderly homeless house. This is a need in the community that we anticipate could become a huge community issue. We need to pray about this in the next couple of years. We are planning to partner with Transitions Homeless Center and others.

VI. New Business

Strategic Planning

- The Dean discussed briefly the roles of a mission, goals, and objectives
- Timeline for a new strategic plan: We are planning to present the strategic plan at the annual parish meeting in January and have begun a conversation about “Challenges and Opportunities.” A working group from the Vestry will help to create the document for the parish.
- We have a thriving children’s and youth ministry and a vital music program. Our baptized membership has grown, but the average Sunday attendance (ASA) has been in a steady decline for the past few years. One of the goals should be to increase the ASA by 5%. How do we do this? We need to change culture of church.
- Change in schedule - how is it going?
- We have a diverse parish, which can be a challenge and an opportunity.
- Clergy and canons have weighed in on goals and objectives

The Vestry participated in a brainstorming activity to list “challenges and opportunities.” The list will be used in the strategic planning process.

VII. Committee and Other Reports

A. Finance Committee

Walter Chastain gave the report for the Finance Committee by stating that this would be covered later in the meeting when the 2020 Budget and Pledge Report are discussed.

Liz Summers gave the Treasurer’s report on the Cathedral’s finances as follows.

Operating Fund

1. Balance Sheet – The lack of working capital is evident in the Operating general checking account’s 9/30/19 negative balance of (\$196,556). The proposed \$250,000 transfer for working capital from the General Endowment and Vernon Funds in the Foundation will be very welcome.
2. Income Statement
 - September’s five Sundays of offerings and other revenues (\$214,299) brought year-to-date receipts to \$2,041,973 (65.7% of expected income for the year). Current year Contribution Revenues of \$1,980,132 are slightly ahead of same time last year (\$1,949,616). Prompting the parish to

keep their pledges up-to-date will be important in order to finish the year as or better than expected.

- Total expenses remain in line and are slightly better overall than budgeted. The repairs to the Administrative Building (\$100,615 to date) have been funded from money designated in the Restricted Accounts, so have not impacted the operating budget.
- Total Expenses for September were \$227,062, resulting in a loss for the month of (\$12,763). The year-to-date net loss stands at (\$125,901).

Trinity Learning Center – September returned to profitability with \$705 of net income for the month. The year-to-date net profit is \$14,015.

Trinity Forward Campaign

1. Funds on hand as of the end of September were \$894,758; \$498,067 for General Campaign use, \$394,691 for the kitchen renovation, and \$2,000 for the Organ Maintenance Endowment.
2. New donations and pledge payments continue to come in, totaling \$17,405 for September (\$405,596 year-to-date). Payments made in September were related to the TCM (\$21,460) and Kitchen renovation (\$327,116).

Trinity Foundation

3. Total assets at 9/30/19 were \$7,977,953.
4. Inflows year-to-date are dividends (\$143,252), deposits into special purpose funds (\$66,545), a realized gain (\$54,467), deposits into building/property funds (\$26,923), and memorials and honoraria (\$19,772).

B. Nominations

Phil Johnston gave the nominating report. Phil shared the timeline for the nominating process. Junior warden, vestry, diocesan delegates, foundation commissioners will be selected. Criteria for the nominees in each position will be included in the announcements to the parish. Nominations from the floor must be submitted a week before the annual meeting. A slate vs a contested election is decided each year. The nominating committee will make a recommendation to the vestry.

C. Properties

Ed Tilden gave the properties report. He submitted a very detailed and thorough report including updates on TCCM repairs, humidity issues in the administration and diocesan buildings, kitchen, security, DHC room remodeling, churchyard, signage project, stained glass windows donated

by the Spong family, warden's plaque, Keenan Chapel, pew torches, Flower Guild policy and procedures.

Ed asked for questions about the report. There were no questions.

D. Daughter's of the Holy Cross

Louise Taylor gave the report for the Daughters of the Holy Cross. In November, 2018, President of the Daughters of the Holy Cross Diana Ayers was notified by Donald Benson that a generous gift had been bequeathed to the DHC from the estate of Past DHC President Betty Brandon. The Executive Board of the DHC met and voted to use the gift for the renovation of the Daughters Room. Karen Menge of Pulliam Morris Interiors was put in charge of the project, which was begun in June of 2019 and completed in August of 2019.

On November 16, 2019, from 10am-2pm, the 71st Trinity Cathedral Bazaar will be held. Bazaar Chairs Andrella Brunson, Bonnie Tucker, and Anna Zirkle have worked diligently since November, 2018, to ensure the success of this premier event of longstanding in the Columbia community.

E. Trinity Foundation Commission

Susie Van Huss gave the report. She highlighted the Cornerstone newsletter to increase legacy givers. She asked the Vestry to considering becoming legacy givers. She thanked David Wolff, Mahalie Davies, and Nancy Dunbar for working on the additional fundraising for the kitchen renovation project.

The Vestry approved the Endowed Funds proposal and sent it back to the Foundation to finalize its approval and execute the Vestry's directive at the October Foundation meeting. The Foundation will then transfer \$250,000 to Trinity for the 2019 Working Capital Fund and enable Trinity to utilize the annual distributions from the General Endowment and Vernon Funds temporarily for three years as specified in the Vestry approved proposal.

The Gift Acceptance and Funds Description Committee consists of Tim Jones, Andrew Grosso, Walter Chastain, Donald Benson, David Wolff, Wade Stinnette, Dave Sojourner, and Susie Van Huss. This Committee is working on a document, which when finalized and approved by the Vestry, will become the governing document for the use of each fund.

VIII. Old Business

Donald Benson gave a report on the on the 2020 Budget

Status of 2020 Budget/Pledge Report

- 284 pledged so far this year with a \$43,000 increase
- 273 pledged last year but not yet this year
- We need \$1,436,836.55 to fund the budget with everything the clergy and staff have asked for.
- New initiatives in the budget to date total \$150,400.

Donald fielded questions about the proposed 2020 budget.

IX. Closing Prayer

The vestry sang the doxology and the meeting adjourned at 8:02 pm.

Respectfully submitted,

Llewellyn Shealy, Clerk