

Trinity Episcopal Cathedral
Vestry Minutes
December 20, 2018

The following are the members of the 2018 Vestry. Names marked with an asterisk were present.

Vestry:

*Walter Chastain	*Llewellyn Shealy
Susie Dibble	*Andy Slaughter
*Margie Heggie Estefano	*Judy Cotchett Smith, Clerk
Ben Grimsley	*Ed Tilden
*Phil Johnston, Senior Warden	Ian Weschler
*Robert Key	Ray Weston
*Brian Kvam	*Susan White
*Clark Lee	*David Wolff, Junior Warden
*Mary McKissock	Jonathan Viperman
*Rusty Miller	*Beth Yon
*David Danforth, Past Senior Warden	

Invited Representatives:

*Dan Fritze, Chancellor	*Diana Ayers, Daughters of the Holy Cross
*Mark James, 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
Donald Benson, Canon for Administration	*The Rev. Canon Dr. Andrew Grosso

I. Opening Prayer

The Dean opened the meeting with scripture and prayer at 6:13 p.m. with a goal of all attending Compline at 8:00 p.m. if adjourned in time.

II. Approval of December Minutes

The minutes of the November 15, 2018 were approved by acclamation.

III. Report of Executive Committee

Senior Warden's Report

Phil Johnston expressed his gratitude and appreciation for the Vestry's service this year. He acknowledged the Nominating Committee and appreciation for those who have agreed to serve in the coming year.

- Phil identified the budget as a significant problem that needs long-term solutions.
- RenewalWorks will be kicking off its next phase now that data collection is complete. He suggested that the data will help shape

decisions about our spiritual development and could be a “game changer” for Trinity.

- He called attention to the written parking report distributed with the agenda. Comments about the report or other ideas about parking should be sent to David Wolff.

IV. Committee and Other Reports

A. Finance Committee

1. Report of the Treasurer

Liz Summers reported on the November Financial Statements

Balance Sheet – Operating Fund

At November, 30, 2018, the operating fund checking account was overdrawn to (\$193,554). This negative cash position is normal for November but is slightly worse than in other years. The surge of donations that usually arrives in December should get the account back in the black for a few months. We have not borrowed against the \$1 million line of credit in 26 months, although the Due To Trinity Forward liability was \$230,369 at November 30, 2018. The Trinity Center project work is underway, so when this liability is called we will need to re-start borrowing against the line.

Income Statement – Operating Fund

November collections improved to \$251,608, bringing year-to-date Contribution Revenues to \$2,428,837 (80.2 percent of budget). Expenses through November were below budget (85.7 percent actual versus 91.7 percent projected). Most ministries and departments are expected to finish 2018 below budget. The loss in November (\$5,727) brought the year-to-date deficit to (\$168,949). It is important that December donations come in strong to offset the deficit.

Trinity Learning Center

The TLC lost \$14,828 in November (three pay periods and annual staff parking paid), bringing its year-to-date loss to (\$28,649). Although fees and enrollment increased in 2018, higher personnel and food costs more than offset the increased revenue. The (\$28,649) year-to-date loss compares to a (\$23,647) loss through November 2017. Donald Benson and Jean Knowlton estimate that December will come in positive and the loss for the year will be between \$16,000 and \$18,000. The TLC Board has approved a fee increase for 2019, and Jean is planning to address times where staffing can be adjusted.

Trinity Forward Campaign

As of November 30, 2018, there was \$2,472,060 available to be used on Trinity Forward projects. This number does not include the projected donation from the Trinity Foundation that was discussed at the August Vestry meeting. Two million dollars of this balance has been moved into a money market account where it will earn a higher interest rate. November contributions totaled \$16,207 (\$220,986 year-to-date) and interest earned

was \$2,635. Funds expended in November were \$7,453 (\$52,529 year-to-date) and were related to the Trinity Center repairs.

Budget

Robert Key reminded the Vestry that a working capital policy is being developed with a plan to bring it to the Vestry in January.

He distributed a 2019 Budget Status report and reviewed the steps taken by the Budget Committee beginning in November. While there has been positive news regarding the 2019 pledges, overall pledging has been tracking very similarly to 2018 and the committee intends to be conservative in its projections. The committee will reconvene the first week of January for a final draft that will be reviewed with the Finance Committee on January 17 before presentation to the Vestry on January 24.

B. RenewalWorks

Andrew Grosso led discussion concerning the summarized data provided by RenewalWorks of responses from the 330 Trinity parishioners who responded to the inventory instrument in the fall, and the results of the extensive discussions of the Trinity team of 24 selected parishioners who agreed to reflect on and interpret the data. The indepth written report consists of the summary of the data prepared by RenewalWorks and the process undertaken and conclusions reached by the Trinity team. The team met in four 90-minute sessions and considered the data, identified opportunities and difficulties, and finally recommended some initiatives that might help address the congregational need and support for spiritual growth. Following lengthy discussion of the report, Andrew outlined the next steps where the works begins as we decide what to do. The report was designed to be diagnostic not prescriptive. While the report suggests there is an unmet need for more spiritual growth, this conclusion should be deemed positive in that there is a strong desire expressed by respondees for increased spiritual growth. The real work will begin now to interpret and decide what to do. The results will be provided to the congregation through three Formation hours during January, preceding the Annual Meeting. The Vestry is requested to attend and to listen to what they hear the congregation saying. The 2019 Vestry retreat may focus on this issue. The end result should lead to creating a new strategic vision.

C. Membership, Newcomers, Volunteers

Llewellyn Shealy reviewed the written report, highlighting especially the opportunities for volunteering. She noted that Beebe James is looking for additional Eucharistic Visitors to be able to expand home communion services.

D. Nominations

David Danforth distributed a report from the Nominating Committee, noting that Mark James was added as a member representing the Trinity Foundation. David reviewed the vacancies to be filled, the criteria for service eligibility and acknowledged that a large number of nominations were

received, reviewed and from that list a slate has been chosen by the committee. When approved by the Vestry, candidates will be announced to the congregation through Tidings, opening the possibility for additional nominations. If no other qualified nominations are received, the slate will be presented for election at the Annual Meeting on January 27, 2019. A motion was made and seconded to approve the slate of candidates as presented and the motion was approved.

V. Dean's Report

The Dean asked the Vestry to consider the annual requirement to approve the housing allowances for members of the clergy as required. A motion was made and seconded to approve Housing Allowances for Dean Timothy Jones, the Reverend Andrew Grosso, the Reverend Dorian Del Priore, the Reverend Tina Lockett and the Reverend Patsy Malanuk. The amounts will remain the same as 2018 for the 2019 calendar year. The motion was approved by unanimous vote.

The staff enjoyed a Christmas party at the home of Allison Cox.

The many funerals that have taken place at Trinity in the past weeks have been very challenging but all staff thrive on expressions of appreciation. The Cathedral Music School moves forward with three students at Logan Elementary School. Efforts continue toward beginning at St. Lawrence Place.

The reformatted Tidings is meeting with accolades. The website has been refreshed.

VI. Closing Prayer

The Dean closed with prayer at 7:55 pm and the Vestry adjourned to Compline in the Cathedral.

Respectfully submitted,

Judy Cotchett Smith
Clerk