

Trinity Episcopal Cathedral
Vestry Minutes
October 25, 2018

The following are the members of the October 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 Vipperman
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

Dean Jones was visiting a parishioner in the hospital so Phil Johnston opened the meeting with a prayer.

II. Approval of August Minutes

The minutes of the meeting on September 27, 2018 were approved.

III. Report of the Executive Committee

A. Senior Warden's Report

Phil apprised the group of the following:

- The Foundation board is currently reviewing their bylaws. They are considering adding descriptions of funds and clarifying their role at Trinity. All changes will be presented to the Vestry for approval.
- Stewardship: The blessing of the pledges will be November 4. The prayer vigil was well received and there was good participation. We have received 190 pledges so far which is on track to match last year. Ben and Adele Grimsley are leading the effort to write thank you notes to everyone who has already pledged. There have been several good lay testimonies in the Cathedral. The Vestry will make follow up calls in November. 100% pledge participation from the Vestry is the goal.
 - Properties: The start date for the TCMM is December 3, 2018. Preparations for the work has already begun. Administrative and Diocesan buildings need repairs, and one additional bid has been requested. Meetings with the kitchen designer (Boudreaux Group) are happening and construction should begin in May of 2019. The TLC will move under the gym during construction.
 - Newcomers retreat will be October 26-27. The Diocesan Convention will at the Cathedral on November 2-3.
 - Consider being a mentor to a newcomer.

IV. Committee and Other Reports

A. Finance Committee

- Low contributions in September increased the general checking account's overdrawn position to (\$142,360).
- The Due From the Cathedral Shop was written off, which reduced assets and adversely impacted the fund balance.
 - We have not borrowed against the \$1,000,000 line of credit in 24 months and the Due to Trinity Forward liability was \$231,414 at 9/30/18.
 - Although there were 5 Sundays in September, the Hurricane Florence attendance impact coupled with diminished monthly giving caused Contribution Revenues to be very low (\$185,862 in September (5 Sundays) vs. \$222,477 in August (4 Sundays)). Year-to-date Non-Pledge Member Donations were also \$35,849 lower than they were through 9/30/17.
 - Expenses through September were below budget (69.8% actual versus 75.0% projected).
 - The Cathedral Shop write-off of \$42,104 pushed the monthly deficit to (\$74,537) and the year-to-date deficit to (\$166,080).
 - Regarding the Trinity Learning Center, lower revenues (summer camp is over) and higher expenses (mostly personnel related and consumables) led to a (\$7,794) loss for September and negated the year-to-date profit. The year-to-date loss of (\$877) compared to a year-to-date loss of (\$24,926) at 9/30/17, a \$24,049 improvement year over year. Donald Benson is working with Jean Knowlton to be sure the TLC ends 2018 in the black.
 - Communication encouraging parishioners to keep up with the pledges in planned. We have finished the last 6 years in the black.
 - The budget committee has been established and will begin work on November 6.

B. Nominations

- Publicity about the nominating process for Junior Warden, Vestry, Foundation and Diocesan Delegates is in the pews, email, and Tidings. Vestry is encouraged to nominate parishioners.
- A discussion followed concerning whether we should have a slate or an election. There are positives and negatives to both. The Nominating Committee will make a final recommendation on this and submit to Vestry for approval.

C. Properties

- Pam Tessier joined the staff. The committee is meeting monthly.
- Walkie talkies have been purchased and are being used by staff. Satterlee Hall has new tables. Led lighting, HVAC and landscaping are all being addressed by the properties committee.

D. Daughter's of the Holy Cross

Diana Ayers' written report was acknowledged in her absence.

V. Dean's Report

Dean Tim Jones reported the following:

- Renewal Works results are in and the committee will begin work on October 28. Our target was 250 responses and we received 330.
- Meetings with ushers and greeters are planned. There is a need for more ushers.
- Thirty to forty corrections have been made to the database. We are about 90% sure that we are doing another pictorial directory. This will be integrated with the Church life app.
- The Outreach Futures Committee has narrowed its focus for outreach in the future to assisting the elderly homeless population. We hope to partner with Transitions, Still Hopes and Finlay House.
- The Cathedral Music School is serving 4- 5 students from Logan and St. Lawrence Place.
- The Diocesan Convention will be November 2-3.

VI. Open Discussion

Cannon Grosso mentioned the upcoming meetings of the Renewal Works committee and reminded the Vestry that the it has the charge to determine what we do with the results.

VII. Closing Prayer

Tim Jones closed the meeting with prayer.

Respectfully submitted,
Llewellyn Shealy

