

Trinity Episcopal Cathedral
Vestry Minutes
August 24, 2017

The following are the members of the 2017 Vestry. Names marked with an asterisk were present.

Vestry:

Wallis Bond	*Mary McKissock
*Walter Chastain	*Ryan Newton
*David Danforth, Senior Warden	Peter Shand
*Susie Dibble	*Llewellyn Shealy
*Walter Edgar	*Andy Slaughter
*Margie Heggie Estefano, Sub Clerk	Judy Cotchett Smith
*Ben Grimsley	*Jonathan Viperman
*Phil Johnston, Junior Warden	*Ray Weston
*Robert Key	David Wolff
Brian Kvam	Belton Zeigler
*Norah Grimbald, Past Senior Warden	

Invited Representatives:

*Dan Fritze, Chancellor	*Scotty Frantz, Daughters of the Holy Cross
Mark James, Trinity Foundation	*Liz Summers, Treasurer
Ed Hickman, Still Hopes Representative	

Staff:

*The Very Rev. Timothy Jones, Dean	*The Rev. Canon Patsy Malanuk
*The Rev. Canon Dorian Del Priore	The Rev. Ira Houck
*The Rev. Canon Andrew Grosso	*Donald Benson, Canon for Administration

I. Opening Prayer

Dean Jones opened the meeting with prayer at 6:40 pm.

II. Approval of the May Minutes

The minutes of the meeting of July 27, 2017 were approved.

III. Trinity Green (Environmental Stewardship Presentation)

Mark Robertson introduced Kathy Robinson who gave an historical overview about the Care for Creation effort that evolved over time into the Trinity Green Committee. The attached Trinity Green Environmental Stewardship Statement was presented for approval. It was noted by Mark that the Stewardship Statement is not a set of demands but is an aspiration. The intent is to include it in all aspects of the decision making process of Cathedral life. It was clarified that Trinity Green hopes to be a formal committee with a Vestry Liaison. It was also suggested that this group could be available in the future to assist not only the Vestry but other committees as well. A motion was made and received a second for the informal Trinity Green Committee to consider suggestions about certain phrases in the Environmental Stewardship Statement, refine the draft and bring back to the Vestry for final approval. There was additional discussion about various modifications and the request to submit those to Mark and Kathy

(mrobertson@TNC.org (Mark) or Kwrobin@bellsouth.net (Kathy). The question was called. The motion passed. Formal approval for the Trinity Green Committee will be considered when they return with the revised Environmental Stewardship Statement.

IV. Shift Discussion

There was general discussion about the attached concepts in Chapters 8-10 of Shift by Mark E. Tidsworth. Themes covered included mission, making a difference and the beauty of the transcendent nature of the Cathedral building proper.

V. Reporter Inquiry from Tim Jones

There is a plaque in the Cathedral that lists members of the congregation slain in the Civil War. A reporter contacted the Dean for comment, and the attached draft response was distributed for information. There was discussion about the breadth of the response.

VI. Report of the Executive Committee

A. Senior Warden's Report

David Danforth provided a brief update on issues of current activity:

1. The restrooms are almost completed.
2. Draft architectural documents have been received. There is a short list of contractors from whom bids will be solicited.
3. There are significant moisture issues in the main building that are being monitored carefully.
4. Drainage issues in the Trinity Center have been researched and there are plans underway to clear the drains. There is an urgency to this problem so that the Administration Building will not be in jeopardy of flooding.
5. Peter Shand will begin work on an Emergency Procedure Manual.
6. Defibrillators have been received and will be placed in strategic locations. The Parish Nurse, Mary Ellen Haile, will develop a training plan for their use.
7. The Properties Committee has added new members. Donald Benson has developed a pool of reliable contractors to use when necessary.
8. The Properties Committee has also set up a preventative maintenance system for several critical items.
9. Presentation of deferred committee reports will be allocated over a period of meetings to ensure efficiency.
10. David has requested an accelerated budgeting process.
11. David hopes to have a Canon for Pastoral Care soon.
12. David asked Dan to give an update about recent Foundation activity. Dan gave an update on the Morrisette Estate and monies to be received.
13. David reported for David W. about a proposal received from the Friends of Music regarding how their finances are handled. It has been referred to a committee headed by David W. for review and discussion, and report back to the Vestry.
14. David asked Phil to report on the Trinity Bookstore/Shop. He said an action list of recommendations was provided to the Bookstore Committee. The Bookstore Committee has taken action on almost all the suggestions.
15. Phil reported that Lannie and Wade Stinnette have agreed to lead the stewardship effort again this year. Please extend appreciation to them.
16. Tim prepared noted that leadership giving will be requested of the Vestry.

VII. Committee and Other Reports

A. Finance Committee

1. Report of the Treasurer

Liz Summers

Five Sundays in July led to a positive Net Income for the month.

Balance Sheet

The operating cash checking account balance remained negative with a month-end balance of (\$53,465).

The Cathedral Shop has a net loss through July of (\$9,231) and owes the operating fund \$60,869.

The Trinity Learning Center has a net loss through July of (\$8,381) and owes the operating fund \$134,017.

There have been no draws against the \$1 million line of credit during 2017.

The Due to Trinity Forward liability was \$234,077 at 7/31/17. This Due To account will be reduced as Trinity Forward payments restricted to Debt Service are received, and it can be drawn against as it is needed for Trinity Forward projects.

Income Statement

Five Sundays in July brought Total Revenues for the month to \$241,580, making year-to-date revenues \$1,666,252.

Year-to-date Contribution revenues were \$1,612,081, compared to Contribution revenues through July, 2016 of \$1,496,724.

Expenses for July 2017 were \$233,639, and year-to-date expenses remain below budget due to lower actual personnel expense than was budgeted. \$147,918 of the \$177,000 building maintenance and capital equipment budgets has been used through July.

The net profit for July was \$7,941, bringing year-to-date net income to \$46,992.

Trinity Forward Campaign

As of 7/31/17, there was \$1,359,447 of cash in the Trinity Forward account. In addition, the Due From Operating has a balance of \$234,077, which may be drawn upon as needed for Trinity Forward projects.

Contributions in July totaled \$23,054, and year-to-date contributions totaled \$208,143. Expenses of \$24,004 for the TCMM were paid in July, bringing year-to-date outflows for the TCMM to \$76,906.

B. Homeless No More

Ryan Newton

Ryan provided highlights of the attached report. He noted that they stepped away from the last bit of accessible federal funding in order to have more flexibility about to whom and how they serve. Ryan encouraged all to attend their Oyster Roast on September 30 at Rockbridge. There was brief discussion about the relinquishment of federal funding, and whether or not it will continue to be a formal committee of Trinity, requiring a formal report to the Vestry in the future.

VIII. Dean's Report

Tim Jones updated the Vestry on the following issues:

1. Dean Jones asked for motion to make Andrew Grosso's housing allowance \$18,000. The motion received a second and passed.
2. Andrew Grosso provided information about his background. He noted his appreciation for the hospitality extended to him by the Cathedral Family. He is looking forward to learning more about the needs of the parishioners

regarding formation.

3. Tim asked Dorian to share any items of note. He mentioned the College Ministry and the ramping up of the Young Adult Married and Single Group (YAMS). He would welcome any suggestions about how to energize the group. The College Group wants to worship and serve in the community.
4. Patsy noted that she is enjoying working with the acolytes for the first time. Camp Bob was excellent. The Women's Prison Ministry is going well and welcomes more volunteers.
5. This Sunday, the Welcome Center and Cathedral Shop will be open for celebration.
6. Think about the Worship +1 concept and how to integrate others into the Church. Vestry presence at such events is welcome and encouraged.
7. The Adult Formation Offering sheet will be in the pew this Sunday giving information about the fall schedule.
8. The Wednesday night program will now have a 6:30 pm mediation/devotional about one of the Saints, and then the choristers will lead all in choral vespers for 15 minutes.
9. Church Life will be rolled out parish-wide, the electronic version of a church directory.
10. Tim reminded all about the essential part stewardship plays in our parish life. Donald commented about the level of giving nationally by various age groups.

IX. Closing Prayer

Dean Jones concluded the meeting with prayer at 8:45 pm.

Respectfully submitted,

Marjorie Heggie Estefano
Stand-in Clerk