

Trinity Episcopal Cathedral
Vestry Minutes
September 27, 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

Dean Jones opened the meeting with prayer at 6:37 p.m.

II. Approval of August Minutes

The minutes of the meeting of August 21, 2018 were approved.

III. Report of the Executive Committee

A. Senior Warden's Report

Phil apprised the group of the following:

- The Foundation board formally accepted the Vestry request for a contribution toward the Trinity Forward Campaign.
- Stewardship campaign will begin next month. The Vestry is asked to demonstrate leadership by pledging early in the campaign and by

prayerfully considering sacrificial giving by moving toward the tithe if not already there.

- Formation is off to an impressive start with actively engaged Sunday and weekday programs.
- David Wolff reported that the Budget Committee will begin planning for 2019 and will be adding an additional Vestry member as a non-finance liaison. A preliminary budget will be presented to the Vestry in December.
- Trinity Center contract for renovations has been signed and work will begin about December. The contract for the Diocesan/Administration building work is nearing completion.

IV. Committee and Other Reports

A. Finance Committee

Robert Key reported that the expense classification project is still being worked on and the Finance Committee is crafting a working capital policy. Liz Summers reported on the Financial Statements.

Balance Sheet – Operating Fund

The operating checking account took a more negative turn and ended the month at (\$89,747). The Due From The Cathedral Shop will be written off in September, which will reduce assets and adversely impact the fund balance by around \$59,000. We have not borrowed against the \$1,000,000 line of credit for 23 months. The Due To Trinity Forward liability was \$231,414 at August 31, 2018.

Income Statement – Operating Fund

Current Year Pledge and Non-Pledge Member Donations were very low in August, but New Member gifts of \$18,690 brought Total Contributions for the month to a normal level. Total year-to-date Contribution Revenues were \$1,763,754, compared to \$1,831,658 for the same period as last year. Expenses through August were below budget (YTD 61.2% versus 66.6%). Total Personnel Expense is significantly higher than last year due to being fully staffed, but is also within budget. All departments and ministry areas are close to or within their prorated annual budgets. There will be some significant facilities expenses coming when the plan to address humidity issues in the Administration building is enacted. Total expenses for August were \$267,727, leading to a net loss for the month of (\$39,673) and a net loss year-to-date of (\$91,543). The (\$91,543) loss through August compares to a gain of \$63,066 through August of last year, a year-to-year swing of (\$154,609).

2013-2018 YTD Summary

Total Revenues through August are close to the average Total Revenues for the past six years. The Diocesan Pledge and Mission and Outreach have been consistent, and Personnel Expenses have returned to earlier, fully staffed levels. Facilities Expenses have grown, while Education and

Christian Formation Expenses look lower than they actually were, due to the use of non-budget funds from the Restricted accounts. The Net Operating Total loss is similar to the loss in 2015, the most recent year of full staffing.

Trinity Learning Center

While August revenues of \$93,460 mirrored July's revenues, Total Expenses were skewed because of having three payrolls during the month. The August net loss of (\$13,874) reduced the year-to-date net profit to \$6,917. The year-to-date profit of \$6,917 compared to year-to-date net loss of (\$14,591) at August 31, a \$21,508 improvement year over year.

Trinity Forward Campaign

As of August 31, 2018, there was \$2,408,573 available to be used on Trinity Forward projects. This number does not include the projected donation from the Trinity Foundation. August contributions totaled \$10,732 (\$122,093 year-to-date) and funds expended totaled \$0 (\$17,809 year-to-date).

B. Parish Life & Fellowship

Beth Yon reported that this committee is in transition with rearrangement of the duties of Canons Del Priore and Malanuk. Creating connections to the parish is an overarching goal. Dean Jones noted that five additional hours have been added to Allison Cox's work week to assist. A dedication may take place for the LeGrand Nelson Hospitality Room. The name was suggested to be changed from Center to Room to better reflect the space.

C. Children and Family Ministries

Clark Lee's written report provided a thorough update on the many activities. She said help was needed in recruiting more volunteers who will be Safe Church trained to support all the children who want to participate.

D. Youth Ministries

Jonathan Vipperman's written report was acknowledged in his absence.

E. Trinity Learning Center

Mary McKissock noted plans for future fundraisers.

F. Stewardship

Ben Grimsley reviewed the theme, schedule, lay witnesses and communication efforts being made for the 2019 Stewardship Campaign called Heart Matters. He distributed brochures and pledge cards, encouraging Vestry members to pledge early with a deadline of October 14.

V. Dean's Report

Dean Tim Jones reported the following:

- Attendance during summer months seemed comparable to past years. Greater "energy" is perceived.
- Outreach Futures Committee continues its research of potential outside mission efforts, narrowing down to perhaps serving elderly homeless, or working with alumnae of the Jump Start Ministry.

- Trinity Forward appeal has had some positive results. Campaign chair Kirby Shealy does not want to officially end yet.
- Attempts are being made to make parishioners aware of the Church Life app and their ability to access the church directory online.
- RenewalWorks leaders attended the Diocesan Retreat last week.
- Momentum has begun for supper clubs, with one officially starting soon.
- Planned Giving Committee of the Foundation is encouraging direct memorials to Trinity Cathedral.
- The Annual Meeting scheduled for January 27, 2019 may include a report from the RenewalWorks teams and, if so, will take longer than our usual meeting time. Rescheduling the Sunday services may be needed.
- Patsy Malanuk reported that new Acolyte training has been completed for 21 new members, bringing the total number of acolytes to 69. The Vergers are making acolyte training a priority. Walker McKay is present before every service in the acolyte room promoting reverence, accountability, collegiality and skills.
- Andrew Grosso said that 164 people have completed the Spiritual Life Inventory by midweek. He hopes to have 250 total. We are urged to encourage others to complete the SLI.

VI. Open Discussion

Ian Weschler announced the Men of Trinity will meet next week to hear Ben Grimsley talk about Stewardship. A friend of his watched the service streaming on FaceBook two weeks ago and expressed willingness to “chip in” to cover the cost of doing this more often.

VII. Closing Prayer

Tim Jones closed the meeting with prayer at 8:19 p.m.

Respectfully submitted,

Judy Cotchett Smith
Clerk