

Trinity Episcopal Cathedral
Vestry Minutes
September 26, 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 6:09 p.m., Dean Jones welcomed everyone and called the Vestry Meeting to order.

I. Opening Prayer

Dean Jones opened in prayer.

II. Bible Study

David Wolff shared and reflected on three verses from Isaiah, James, and 1 Corinthians and two prayers.

III. Approval of February Minutes

The minutes of the August 22 meeting were approved with one revision. (Brian Kvam was not present.)

IV. Foundation Report

David Sojourner presented the “Proposal for the Use of Distributions from the Endowed Funds of the Trinity Foundation.” (see attached proposal). David gave a summary of the history of the Foundation's relationship with the Cathedral followed by a detailed presentation outlining the specific points of the proposal. The proposal addresses the urgent need for the restoration of the working capital and outlines the way in which the Foundation is able to assist in this urgent need. It includes a temporary allocation of unrestricted gifts and bequests, a reallocation of administrative expenses, a temporary increase in the annual draw from General Endowment fund and Vernon funds, and a temporary utilization of General Endowment funds and Vernon Funds for 2020-2022. The proposal recommends a review of the utilization of General Endowment Fund and Vernon Funds for 2023 and later years.

David ended his presentation by reinforcing that the Foundation's intent is to be a catalyst not a crutch. This is extraordinary and temporary assistance to address an urgent need of the Cathedral.

The presentation was followed by a focused and thoughtful discussion by the Vestry. Ed Tilden proposed a motion, seconded by Walter Chastain, that was unanimously accepted by the Vestry.

Motion: The Vestry directs the Foundation to distribute the endowed funds in accordance with the proposal.

The Clergy and Vestry will be very intentional and strategic about how this money is spent. It was suggested that there be a monthly report from the executive committee to the Vestry. There will be more discussion on this process.

V. Report of Executive Committee

Senior Warden's Report

- The Trinity Center is complete, except for painting the interior walls of the gym after they have dried out. Our youth minister Addie Tapp is currently using upstairs classrooms. Rooms are available for other church meetings during the week.
- Basketball starts soon, with special thanks to Stephen West for coordinating again.

- The Administrative and Diocesan buildings are close to finished. They should be completed in a couple of weeks.
- Kitchen – The floors are being poured this week. Construction should be finished in October, but it will not be up and running until training and certification of kitchen staff, volunteers and users has been completed. The new kitchen will be run very differently and there will be a new policy and procedures manual.
- There will be a parish celebration on November 24th to celebrate the kitchen renovation and completion of the Trinity Center repairs.
- There has been positive feedback about the 6:00 pm Sunday “Table” service. The new “Rhythms of Grace” Sunday afternoon service in Keenan Chapel was well received. It will take place at 3 pm on the fourth Sunday of each month. Vestry members are encouraged to attend the new services.

VI. Dean’s Report

- The new Taize service will be this Sunday at 6:00 PM in Keenan Chapel.
- There was a question about the temporary removal of the pews from Keenan Chapel. Chairs allow for more flexibility, more seats, and for different uses for the chapel, that will be important given the anticipated growth of the Table, the 6 pm Chapel service.
- The pews are being stored in the Trinity Center and some have been returned to the chapel while possibilities are explored.
- Clergy will meet for a retreat on October 22 to work on strategic planning and there are encouraging initiatives in the works related to outreach.
- With major building projects nearing completion, there will be energy for new things and the Dean encouraged the Vestry to think about that in connection with strategic initiatives.

VII. Committee and Other Reports

A. Finance Committee

Walter Chastain gave the report for the Finance Committee. We have started the budgeting process.

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

Operating Fund

Balance Sheet – Thanks to the month’s positive net income, the Operating general checking account’s negative balance improved to (\$159,385). Total Operating cash was \$172,084, which was \$105,121 less than August 2018.

Income Statement - Thankfully August's receipts (\$256,266) were strong, bringing year-to-date offerings to \$1,772,187. For the first time in 2019, current year Contribution Revenues exceeded the prior year's Contributions. The notices in the Tidings, bulletins, and email helped encourage parishioners to get or keep their offerings up-to-date, and we are truly grateful for the response. While total expenses are in good shape relative to the total budget, there are a few areas who are spending faster or more than expected. Budget managers should review their actual vs. budget through August and adjust accordingly to be sure they finish 2019 in line with their area's budget. Total Expenses for August were \$231,956, resulting in a profitable month (\$24,310) and an improved year-to-date net loss of (\$113,138).

Restricted Accounts - outflows in August were charged to the Repairs Reserve Fund (\$70,780 for Administrative Building repairs) and Friends of Music (\$13,754 for Kanuga Choir camp).

Trinity Learning Center - While revenues appeared to be at a normal level, higher August expenses and a 3 week payroll led to a (\$19,092) deficit for the month. The year-to-date net profit is \$13,310.

Trinity Forward Campaign

Funds available as of the end of August were \$1,224,793; \$506,433 for General Campaign use and \$718,360 for the kitchen renovation.

New donations and pledge payments continue to come in, totaling \$66,660 for August (\$388,191 year-to-date).

Trinity Foundation - Total assets at 8/31/19 were \$7,886,035: Vernon Funds (\$3.3 million), General Endowment (\$2.9 million), Special Purpose Funds (\$947 thousand), and Buildings/Property (\$747 thousand).

B. Children's Ministries

Clark Lee gave the children's report. There is a new format on Sunday mornings allowing the children to move to stations. Bibs needs more safe church trained volunteers. The coverage is difficult on Sunday mornings. Wednesday night attendance has declined.

C. Stewardship

Ben Grimsley gave the stewardship report. "Blessings Abound" is the theme. The brochures went in the mail on Tuesday. Sunday, October 6th is

the kickoff. Pledge cards will be in the pews. There is a plan to make calls before the campaign is over. Thank you to Jessica Umbach for helping with all the communications in the campaign. On Oct. 16 and 17th a 24-hour prayer vigil is planned.

D. Trinity Learning Center

Trinity Learning Center had a shortfall in August, but still has a net profit of \$13,310 year to date. There are plans to address the challenges. Fundraisers are coming up and they have a new committee for new initiatives. The Trinity Learning Center supplies nursery services to many meetings which are a crucial component of our life at Trinity.

E. Youth

This is the largest confirmation class (34) in recent history. The youth is now using the Trinity Center. Cornerstone Lock-in is coming up at St. John's. Trinity is hosting a Cornerstone event in December. More to come on that. Fundraisers for a trip to Ecuador will begin soon.

VIII. Old Business

The Vestry is going to be more involved in the budget process this year, particularly in determining the funding of existing and new initiatives.

IX. New Business

The November 24th celebration will include an outreach fair. The Vestry is encouraged to turn in their pledge and an increase by October 3th.

The Vestry sang the Doxology and the meeting adjourned at 8:39 p.m.

Respectfully submitted,

Llewellyn Shealy, Clerk