

**MEETING OF THE VESTRY OF TRINITY CATHEDRAL PARISH**  
**Vestry Minutes for August 24, 2023**

**Vestry (Names marked with an \* were present):**

*Thomas Anderson, Finance	*Pamela Lackey, Junior Warden
*Michael Beal, Senior Warden	*William Moorman
*Rebecca Best	*Emily Moses
*Missy Caughman	*Clarke Newton
*Gus Chapman, Senior Warden Emeritus	Curtis Ott
*Elizabeth Clark	*Virginia Ravenel, Clerk
Emma Dean	*Rebecca Rhodes
*Elizabeth Dorn	*Rush Smith
*Elliott Epps	*West Summers
*Cantey Haile	*Doak Wolfe
Hayne Hodges	

**Invited Representatives in attendance:**

Jim Best, Trinity Foundation	Lee Hutson, DHC
Dan Fritze, Chancellor	Liz Summers, Treasurer
Ally Rivers, CPA, The Hobbs Group	

**Clergy/Staff in attendance:**

The Very Rev. Dean Dane Boston	Canon Mia McDowell
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**I. Call to Order D. Boston**

Dean Boston called the meeting to order at 6:02 pm.

**II. Opening Devotion D. Boston**

Dean Boston led the Vestry in a Bible study on the Feast of Saint Bartholomew the Apostle.

### **III. Hobbs Audit**

**D. Boston**

Dean Boston recognized Ally Rivers, a C.P.A. with The Hobbs Group, to discuss the 2022 audit, clarifying that the audit had already been formally received by the Finance Committee. Ms. Hobbs explained the audit, including the process undertaken and the results. Trinity received an unmodified opinion, meaning the auditor concluded that the financial statements are presented fairly, in all material respects, in accordance with the applicable financial reporting framework. Ms. Rivers summarized the different accounts, comparing year end for 2022 and 2021, explaining the impact of the market on the Foundation funds, the increase in operating funds, and other details. Discussion followed.

### **IV. Approval of Minutes**

**D. Boston**

Michael Beal made a motion to approve the May 25, 2023 meeting minutes. The motion was seconded by Clark Newton and passed unanimously with no abstentions.

### **V. Strategic Visioning and Discussion**

**D. Boston**

#### **A. Adoption of Strategic Vision**

Dean Boston revisited the discussion of the strategic vision document about which the Vestry has had the opportunity to comment on and provide suggested edits. The initial draft of the strategic vision was developed by the clergy and staff with the assistance of a consultant. The strategic visioning process began for the Vestry at its annual retreat in February. Subsequently, the Vestry was provided an updated version of the strategic vision in April at which time Dean Boston asked for suggested edits, comments, and questions. Additional versions were shared over the summer. A final draft was disseminated for review in advance of the August meeting.

Pam Lackey made a motion for the Vestry to adopt the strategic vision, which was seconded by West Summers. Discussion followed. The motion was approved unanimously with no abstentions. Dean Boston is working with the Director of Communications on how to effectively communicate the strategic vision to the congregation, and he reminded the Vestry that the process of implementing the strategic vision will have funding implications. Both Dean Boston and Canon McDowell expressed their enthusiasm, as well as that of staff, about the new strategic vision. The Vestry was encouraged in their capacity as ministry liaisons to help the ministries remain focused on the strategic vision in their work.

Dean Boston thanked Gus Chapman, Senior Warden Emeritus, for his role in facilitating the development of the strategic plan during his tenure as Senior Warden, which will help guide Trinity's path forward in the decades to come.

#### **B. Program Year Discussion**

Senior staff are prepared to bring the work of their respective program areas into alignment with the strategic vision now that the Vestry has approved the strategic vision.

### **VI. Reports**

## **A. Committee Reports**

1. Communications: See report.
2. Friends of the Kitchen: See report.
3. Faith in Action: See report.
4. Parish Life & Fellowship: See report.

## **B. Senior Warden's Report**

**M. Beal**

The Senior Warden presented his report, the highlights of which are as follows:

- Ministry Liaison Function: The Senior Warden encouraged Vestry members to consider whether the frequency with which their designated ministries meet is appropriate and to have a conversation with the ministry leader about any overscheduling if any meetings are unnecessary to complete the business of the committee. He also echoed Dean Boston's comments regarding the importance of reminding ministries to keep the adopted strategic vision front and center as they perform their functions.
- New Committee: A committee is to be formed to study how Trinity can make a transformational impact in the community, using some of the generous gifts made to the Trinity Foundation, through a process of discerning in what ways the Holy Spirit is calling Trinity to serve in the second quarter of the twenty-first century. The committee will make recommendations to the Vestry. Virginia Ravenel will help shepherd the work of the committee. Interested members of the Vestry should notify the Senior Warden of their desire to participate.
- Requested Participation and Presence:
  - The 2024 stewardship campaign will begin soon. The expectation is for there to be 100% Vestry participation prior to kick-off. Pledges should be submitted by September 15, 2023.
  - Presence and participation in Legacy Sunday is encouraged. The event will be held August 27, 2023, in Satterlee Hall.

## **C. Dean's Report**

**D. Boston**

Dean Boston's report included the following:

- Sound System Challenge Gift: George Patrick, the widower of Lisa Kalsbeck Patrick, who passed away one year ago, made a gift from Lisa's trust of \$100,000 to be matched by the congregation for improvement of Trinity's sound system. More than \$40,000 has been committed since announced four days ago.
- Children and Youth: With families back in school, church attendance has been increasing. There is a lot of energy with the children and youth programs as the fall offerings begin, including Christian formation classes, EYC programs, weekday Bible studies, and more.
- Senior Staff Program Budget Meeting: Senior staff met recently and discussed financials as a group, comparing program budgets and having a productive conversation. Dean Boston plans to continue to have these periodic meetings.
- Facility Updates: Courtney Brown, Director of Administration and Facilities, has been busy coordinating and overseeing needed facility improvements. For example, the range hood is now clean, having been neglected for some time. In addition, parishioners can now access the weight room and walking track in the Trinity Center for Mission and Ministry.

Discussion followed regarding potential future staffing of the TCMM and how to make the facility more accessible to the many ministries of Trinity as well as the downtown community. Dean Boston explained that there needs to be a coordinated approach, which must include ministries identifying the ways in which they envision using the space.

**D. Finance & Treasurer's Report**

**T. Anderson/L. Summers**

Finance Committee chair Thomas Anderson explained that the goal of the Finance Committee was to present the 2024 budget for Vestry approval in December of 2023, rather than in January of 2024. This will require earlier meetings to review budget requests and the like.

Treasurer Liz Summers provided a summary of the various funds:

- Operating Fund: The operating fund is in a good cash position but, like in years past, giving decreased over the summer. With the start of the school year, there is an expectation that parishioners will renew their focus on giving and catch up on missed payments. Higher ASA is encouraging as giving increases with increased attendance.
- Trinity Learning Center: The TLC did not need to use any of the DSS grant funds over the summer due to increased income from the summer camps.
- Trinity Foundation: The value of the Foundation investments has recovered in recent months because the market has rallied, which has allowed the corpus to recoup the unrealized losses from earlier this year. There have also been some generous gifts to the Foundation.

**VII. New Business**

**A. TLC Pet Policy**

**D. Boston**

Dean Boston recognized West Summers who gave background on the TLC Pet Policy, which was approved by the TLC Board and developed based on guidance of the Centers for Disease Control and Prevention (CDC), applicable state regulations, and ABC Quality Guidance. No action of the Vestry was required.

**B. Administration Building Construction Work**

**D. Boston**

The Finance Committee met and recommended approval of the transfer of \$150,000 from the Third Century Building Fund to reimburse the operating fund for certain improvements to the Administration Building that were completed in conjunction with 2022 flood incident repairs but not covered by insurance. As a committee motion, no second was required. The Vestry voted unanimously in favor of the motion with no abstentions.

**VIII. Closing Prayer & Adjournment**

**D. Boston**

Dean Boston closed the meeting with a prayer. There was a motion to adjourn, which was seconded, and passed unanimously with no abstentions. The meeting adjourned at 7:35.