

MEETING OF THE VESTRY OF TRINITY CATHEDRAL PARISH
Vestry Minutes for October 26, 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
Liz Summers, Treasurer	

Clergy/Staff in attendance:

The Very Rev. Dean Dane Boston	Sub-Dean and Canon Pastor Jimmy Hartley
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I. Call to Order D. Boston

Dean Boston called the meeting to order at 5:02 pm.

II. Opening Devotion D. Boston

Dean Boston led the Vestry in brief discussion on St. Alfred the Great whose Feast Day is October 26, and offered a collect.

III. Approval of Minutes

D. Boston

Virginia Ravenel made a motion to approve the September 2023 minutes. Cantey Haile seconded the motion, and the minutes were adopted unanimously without abstentions.

IV. Strategic Visioning and Discussion

D. Boston

Following the Vestry's approval of the "Strategic Vision 2023" in August, Dean Boston disseminated the document to senior staff who have been developing budgets based on the new vision. The feedback from directors and canons has been enthusiastic and positive. The goal is for the 2024 budget to be presented to Vestry for approval in December, instead of January.

The Director of Communications is working with Dean Boston to roll out the strategic vision to the congregation in bite-sized pieces. In addition, the new website has been previewed and looks fantastic. The project is on time and under budget. To minimize confusion with the ongoing stewardship campaign, the website will be unveiled after November 5th, which is Commitment Sunday.

V. Finance Reports

T. Anderson/L. Summers

Financials/Staff Changes: There has been a delay in preparing September financials due to business office staff changes. Russell Coleman, a retired accountant, is volunteering his time to help fill the void in Trinity's business office with Donald Benson's resignation. Emily Moses also has stepped up to offer her time and talent with her strong background in finance. The willingness of Russ and Emily to volunteer has been immensely helpful. The goal is to have September financials soon.

2024 Budget: While Russ and Emily are working with Julie Fulmer on financials, Treasurer Liz Summers and Finance Chair Thomas Anderson are focusing their time and energy on the upcoming budgeting process.

Current Giving Trends: Looking at the most recent financial statements (August 2023), Liz Summers noted that she did not see the expected rebound in giving that usually happens at the end of summer. Once September financials are available, she will be able to determine if giving has increased. She encouraged everyone to stay current on their pledges.

VI. Other Reports

A. Committee Reports

Nominations: See report.

G. Chapman

Gus Chapman outlined the process for selecting fellow parishioners to serve in church leadership positions and asked for the Vestry to approve the proposed Nominations Committee which will convene several meetings over the coming weeks to recommend candidates for 2024. As set forth in more detail on the report, the proposed Nominations Committee members include: Gus Chapman, Michael Beal, Pamela Lackey, Elizabeth Dorn, Hayne Hodges, Elliott Epps, Rebecca Rhodes, Cantey Haile, Curtis Ott, Lee Hutson, Jim Best, Mark James, and Jack Godbold. Pam

Lackey made a motion to approve the Nominations Committee as proposed by Gus Chapman. West Summers seconded the motion, which passed unanimously with no abstentions. Gus Chapman also asked Vestry members to take some time to reflect on potential candidates for church leadership positions and to nominate fellow parishioners for consideration by the Nominations Committee.

Properties: See report.

E. Tilden

DHC: See report.

L. Hutson

Trinity Foundation: See report.

J. Best

B. Senior Warden's Report

M. Beal

Jubilee Study Committee: Following the Vestry's adoption of the Strategic Vision 2023 in August, Dean Boston created the Jubilee Study Committee. Members include Dean Boston, Senior Warden Michael Beal, Junior Warden Pam Lackey, Trinity Foundation President Jim Best, FIA Chair Anne Miller, Elliott Epps, William Hutson, David Sojourner, Llewellyn Shealy (co-chair), and Virginia Ravenel (co-chair). The committee has met once and is scheduled to meet next on November 14th. The charge of the committee is to make recommendations to Dean Boston by Spring 2024 about one or more ways which Trinity can have a transformative impact on Columbia, taking into consideration the community's needs, Trinity's resources, the new strategic vision, potential partnerships in the community, and how Trinity is already having an impact in the greater community through its Faith in Action (FIA) ministry partners.

Trinity Members of Note: The Senior Warden reflected on several members of Trinity who are no longer among our community, including Lee Ruef who passed away recently and had been a dedicated volunteer at W.A. Perry among other ways he served Trinity. In addition, Ward Briggs has moved to Washington, D.C. Another dedicated member, having recently served on the Vestry, his skill set was invaluable to archives, and he will be missed.

Bazaar: The Vestry was encouraged to attend and support the Bazaar Preview Party immediately following the meeting and the Bazaar on Saturday.

C. Dean's Report

D. Boston

Staff Developments: Dean Boston highlighted staff developments that have occurred recently, including:

- Canon Jimmy Hartley has formally taken on the title and role as Sub-Dean and Canon Pastor. As Sub-Dean, he will assist the Dean in strategic visioning and implementation, support and develop the ministries of our staff and parishioners, and oversee the day-to-day operations of the Cathedral.
- Nick Montanez has been hired as Director of Facilities, and begins employment November 1st. He comes to Trinity with decades of experience in facilities maintenance and property management.
- There is a plan to hire and have on board a Director of Finance by the end of November. (Three finalists of seven candidates have been invited to meet with the wardens and certain staff.)

Dean Boston thanked Emily Moses and Russell Coleman, as well as the executive leadership team and staff member Julie Fulmer, for all they have done to help during the business office transition.

Church Services and Programs: The youthful energy at the 9:00 service and at Wednesday night suppers as well as children and youth ministry events is exciting. William Douglas's abilities and his commitment to the music program as interim director have not gone unnoticed. The need to fill the position of a Director of Music is not forgotten.

Gifts: Dean Boston recognized generous ways in which Trinity recently has been remembered in bequests, including following:

- **Bob and Susan Dewey:** Left their entire estates to Trinity, fully funding the organ endowment (\$750,000), with the balance (approximately \$750,000) to be applied to Friends of Music (10%) and Mission and Ministry (90%).
- **Lee Ruef:** Left one third of his estate to Trinity.
- **Woody Woodruff:** Divided his estate between Trinity's Friends of Music and the S.C. Philharmonic.

VII. Old Business

D. Boston

None.

VIII. New Business

D. Boston

1. TLC Playground Proposal: The current playground equipment used by TLC children, as well as by Trinity's children on Sundays, needs to be replaced. The playground is old and there is lots of wear and tear. However, the cost is not insignificant. Dean Boston discussed the proposal under consideration, noting that the TLC has approximately \$106,000 in funds available to apply towards close to 50% of the cost of the proposed contract.

No action is being requested of the Vestry at this time. The Finance Committee has not made a recommendation. Discussion followed with questions relating to the number of quotes or bids Trinity requires for campus projects and how Trinity prioritizes projects, e.g., playground equipment, classroom updates, chairlift, etc. Dean Boston would like to see the Properties Committee to be more involved in the work of identifying potential vendors, evaluating competing offers, and thinking strategically how to best use Trinity's resources on potential projects around the campus. Dean Boston also recommended the Vestry have a greater role in determining project prioritization. Historically, many of those decisions were made by the Canon for Administration.

West Summers stated that from a business perspective (TLC being a childcare provider), the expenditure is necessary and appropriate. Playground quality is something a parent considers in choosing a childcare provider. In addition, the Strategic Vision 2023 specifically discusses the role of the Trinity Learning Center in the coming years. Not to mention the TLC has available funds to pay almost one-half of the project's cost, and parents are committed to trying to raise additional funds, though efforts to date have not proven successful.

Dean Boston will communicate with the Sakina Baghat, Director of the TLC, to be sure the proposal under consideration is the best value for the investment and that the TLC has

conducted due diligence in recommending the contract. Nick Montanez will be apprised of the status of this contract negotiation when he begins work next week.

2. Corporate Resolution on Authority to Sign Contracts: Dean Boston read a proposed corporate resolution prepared by Trinity's chancellor Dan Fritze regarding who has the authority to sign contracts. The draft recommendation was for the Dean and Wardens to have that authority and responsibility. Prior practice was for the Canon for Administration to sign most contracts, but no documentation has been found to that effect. Discussion followed and changes were suggested relating to the monetary value of the contract as well as contract expenditures that have already received Vestry approval. Dean Boston will communicate further with Dan Fritze to fine tune the proposed corporate policy and bring the revised version to the Vestry for further consideration at the November Vestry meeting.

IX. Closing Prayer & Adjournment

D. Boston

Dean Boston closed the meeting with a prayer. A motion to adjourn was made, seconded, and passed unanimously with no abstentions. The meeting adjourned at 6:15.