

Trinity Episcopal Cathedral
Vestry Minutes
December 15, 2016

The following are the members of the 2016 Vestry. Names marked with an asterisk were present.

Vestry:

April Allen	*Robert Key
*Wallis Bond	*Bill Matthews
Allison Cox	*Ryan Newton
*David Danforth, Junior Warden	*Chris Ray
*Emma Dean	*Peter Shand
Susie Dibble	Andy Slaughter
*Walter Edgar	*Judy Cotchett Smith, Clerk
Margie Heggie Estefano	Jonathan Vipperman
*Norah Grimball, Senior Warden	*David Wolff
*Rocky Hughey	Belton Zeigler

Ex-officio:

Curtis Ott, Chancellor	*Joie Ray, Daughters of the Holy Cross
*Jack Godbold, Past Senior Warden	*David Sojourner, Trinity Foundation
Ed Hickman, Still Hopes Representative	*Liz Summers, Treasurer

Staff:

*The Very Rev. Timothy Jones, Dean	*The Rev. Canon Patsy Malanuk
The Rev. Canon Charles Davis	The Rev. Ira Houck
	*Donald Benson, Canon for Administration

I. Opening Prayer

The Dean opened the meeting with prayer at 6:32 p.m.

II. Approval of the November Minutes

The minutes of the November 17, 2016 meeting were approved by acclamation.

III. Discussion – Security

Security continues to be a priority issue for the parish and the Dean and Senior Warden especially since we recently learned that Trinity was on a list of large churches of interest to the shooter on trial in Charleston. The Vestry was apprised of some recent planning activities. Morning and Evening Prayer already were discontinued in Seibels Chapel during December due to a shortage of officiants which allowed the Cathedral to remain locked during the day. Alternate arrangements may be made in January if we continue with these services. We intend to move the reception desk and related activities into the Welcome Center as soon as arrangements for moving telephone, computers

and other equipment have been finalized. Final plans should be complete by late January or mid-February. The move will enable all doors to the Cathedral to be locked except the Welcome Center. Visitors would be met at the Center and escorted to the appropriate location. Last week, Bibs Babson led a large group including sextons, security officers, TLC, wardens and others discussing Sunday morning processes to identify any gaps in coverage. It seems there is sufficient staff and appropriate processes in place but a third security guard would be desirable. A larger concern posed by the Vestry was security issues during the week, especially evening hours when there are lots of activities going on, and when parking is a bigger problem. The Security Committee has evaluated other downtown churches for ideas. Following lengthy discussion about the pros and cons of armed police versus unarmed security personnel, periodically patrolling police cars and other degrees of security, the issue remains a concern for all and one that will require study, communication and investigation. Any creative solutions should be forwarded to Norah.

IV. Report of the Nominating Committee

Jack Godbold reported that after several meetings and lengthy discussion of the 90 nominations the committee is proposing a slate of candidates for Vestry, Foundation and Diocesan Delegates. The nominees are Phil Johnston for Junior Warden; Walter Chastain, Ben Grimsley, Bryan Kvam, Mary McKissock, Llewellyn Shealy and Ray Weston for Vestry; David Sojourner and Mark James for the Foundation; and Lisa Vipperman and Tad Abrams as Diocesan Delegates with Boykin Exum and Anne Runge as Alternates. A slate is being proposed over a parish-wide election from among a list of candidates because the Nominating Committee believes it to be important this year to select skill sets to be filled to replace departing Vestry members. The Parish Council agrees and it was noted that 5 out of 6 large parishes elect this way. Several Vestry members disagree, believing that there is evidence that some members of the congregation don't feel engaged and involved currently and not having an open election is evidence of a further lack of involvement. Trinity is not committed to this process and future elections may be decided by an open election process. The next Nominating Committee will have the opportunity to decide. The slate of nominees as presented by the committee was approved by the Vestry.

V. Report of the Executive Committee

Norah reviewed the draft Bylaws previously distributed to the Vestry, pointing out the changes to be made. Most changes were a matter of updating the language to comply with current National Church Canons and Trinity's current practices. The only substantive change is a proposal to reduce the size of the Vestry to 12 members, a size recommended by the Episcopal Church Foundation in its guidelines for Vestries. These changes will have to be approved by the parish during the Annual Meeting in January and, therefore, the size of the Vestry would not be changed this year. A member suggested that the Vestry consider reducing the number of guests expected to attend the meeting as a way to reduce the size. David Sojourner discussed the term "ex

officio” and recommended that a decision be made about the use of that designation and which members currently on the Vestry, e.g. President of the Daughters of the Holy Cross, Still Hopes Representative, are actually needed to be present monthly. There will be implications for the number of committees and the number of Vestry on committees if the total is reduced. Following discussion, the amendments to the bylaws were approved by the Vestry and will be presented to the congregation at the Annual Meeting in January.

A. Senior Wardens Report

1. Norah reported that the language of the National Church Canons relating to what we refer to as “known to the Treasurer” was added to the bylaws to designate eligibility for Vestry membership.
2. A thank you note was received from Beebe James about the resolution passed about her service.
3. The Vestry Retreat will be February 24-25 at Trinity this year. Friday evening’s meeting will be 4-8 p.m. followed by Saturday 8:30 a.m. – 4 p.m. The topic will be the Shift program.
4. Norah and David Sojourner have drafted a gift acceptance policy that will be presented for approval in January.
5. Jill Zook-Jones has completed her service to St. Michaels and All Angels and may be available to teach some Adult Formation classes. An honorarium will not be available to her due to the nepotism policy.

VI. Committee and Other Reports

A. Finance Committee

David Wolff reported on the status of the stewardship campaign. Totals are slightly ahead of this time last year with approximately \$2,333,000 received so far. The Budget Committee will meet a few more times to wrap up the budget for 2017.

1. Report of the Treasurer

Balance Sheet

Total cash on November 30, 2016 was \$66,449. The Restricted Funds continue to provide cash for operations, as the Operating Cash account was in a negative position (\$341,409) at the end of November. The \$1,000,000 line of credit had a balance of \$0 at November 30, and it looks like we will make it though 2016 without making a draw on the line. The Due to Trinity Forward line item remained at \$239,077. This Due To account will be reduced as Trinity Forward payments restricted to Debt Service are received, or we return it to the Trinity Forward Fund.

Income Statement

Income for November was less than what was collected in October. Total Revenues were \$109,672 behind same time last year. \$100,744 of the decline was lower Contribution Revenues. Expenditures for building maintenance and equipment to date are \$254,6000. Much of this was spent to replace/repair various HVAC units, the floor in the

sacristy, the damaged spire and a boiler. Similar expenditures through November 30, 2015 had been \$104,356.

Restricted Funds

Funds for the boiler and HVAC unit to be replaced were transferred from the Cathedral to the Restricted Funds to ensure they are expensed in the year the work is being performed.

Historical Analysis of Revenues and Expenses (New Reports)

The YTD Summary details revenues and expenses through November 30 for the current year and the five preceding years. The Yearly Actual report shows 12 months of revenues and expenses for the preceding five years.

B. Membership and Newcomers

In Allison Cox's absence the Vestry reviewed the written report noting that 19 new members were welcomed during September and that the Mentor program has been expanded.

C. Pastoral Care

Andy Slaughter's written report was reviewed with attention given to the new Community of Hope program recently launched with 12 parishioners participating.

VII. Dean's Report

Tim described his call from a reporter regarding the Charleston trial and his response. A clergy candidate is scheduled to come in January. Bob Riegel has expanded his work week to 12 hours. Annual reviews are being conducted. The Dean is actively involved in the final efforts in the Stewardship campaign, calling parishioners identified as potential pledgers. Martin Luther King Day events are scheduled at Trinity again this year. A number of Lenten speakers have been selected. Search for a new priest is the Dean's highest concern. He will make mention of the search status in the Tidings.

The Vestry approved a resolution/declaration that allows clergy to deduct a portion of their housing allowance from their income for federal tax purposes.

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Judy Cotchett Smith
Clerk