

Trinity Episcopal Cathedral
Vestry Minutes
January 25, 2018

The following are the members of the 2017 Vestry. Names marked with an asterisk were present.

Vestry:

*Wallis Bond	Mary McKissock
*Walter Chastain	*Ryan Newton
*David Danforth, Senior Warden	*Peter Shand
Susie Dibble	*Llewellyn Shealy
*Walter Edgar	*Andy Slaughter
*Margie Heggie Estefano	*Judy Cotchett Smith, Clerk
*Ben Grimsley	Jonathan Vipperman
*Phil Johnston, Junior Warden	*Ray Weston
*Robert Key	*David Wolff
*Brian Kvam	*Belton Zeigler
*Norah Grimball, Past Senior Warden	

Invited Representatives:

*Dan Fritze, Chancellor	*Scotty Frantz, Daughters of the Holy Cross
Mark James, Trinity Foundation	Liz Summers, Treasurer
*Ed Hickman, 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 Andrew Grosso

I. Opening Prayer

Dean Jones called the meeting to order at 6:34 p.m. and opened with a prayer.

II. Approval of December Minutes

Two corrections were made to the minutes. Notification of the slate of nominees for parish offices was published in the Tidings on December 27. In the Report of the Treasurer, year-to-date expenses should be shown as \$2,571,616. The minutes were approved with those corrections.

III. Report of the Executive Committee

A. Senior Warden's Report

David Danforth expressed appreciation to the Vestry, especially to those members attending their last meeting: Norah Grimball, Wallis Bond, Walter Edgar, Ryan Newton, Peter Shand, Belton Zeigler, Scotty Franz and Ed Hickman. In addition, David thanked David Wolff for his three years of Vestry service and his expected service as Junior Warden following the

Annual Meeting in a few days.

*TLC Board member nominee Kent Kreig was approved.

*Trinity Center renovation is still undecided. Negotiation has begun with the low bidder, considering how to reduce the scope of the project to bring it within budget.

*Pledges for 2018 are not where they ought to be to meet the budget needs of the parish. David urged the fulfillment of 2017 pledges and continued efforts to increase 2018 pledges. The Vestry pledging is at 100 percent.

*The Annual Report was distributed and David urged Vestry members to attend Sunday's meeting in Satterlee Hall.

*Phil Johnston provided a brief overview of his plans for 2018. He wants to bring new members up to speed with the work we've done with Shift; come up with an action plan on how to engage folks; reevaluate all that we do and make hard decisions if needed to stop programs that aren't working.

*Discussion ensued about seriously rethinking some key issues related to aging facilities and the practicality of putting money into projects that may not be permanent solutions. A suggestion was made to consider renting parts of our facilities to produce needed income for other projects. The Dean and Wardens acknowledged the sentiments discussed and said they would consider all options.

*The Cathedral Shop: David discussed the recommendation from the Executive Committee presented to the Vestry. He outlined the mission and history of the store, its value for hospitality, and its declining viability as a profitable entity with growing competition from on-line and discounted purchasing. Over the past several years, the book store has relied upon Trinity's Operating Fund to cover expenses, running up an indebtedness to approximately \$59,000.

Senior Warden David Danforth, on behalf of the Trinity Executive Committee, moved that:

1. The Trinity Cathedral Shop will be closed by March 31, 2018.
2. The inventory of the Trinity Cathedral Shop will be liquidated by March 31, 2018.
3. The paid position of the manager will be eliminated effective March 31, 2018.
4. Any consideration of alternative business models or use of the space presently occupied by the Trinity Cathedral Shop will be explored separately and independently of the above three elements of the motion.
5. Special thanks will be extended to the manager and volunteers of the Cathedral Shop for their hard work and dedication on behalf of the shop and Trinity, and it is acknowledged that this decision to close and liquidate has been made through no fault of the manager or volunteers.

The motion was approved unanimously. The Trinity Cathedral Shop's service as a center for hospitality was noted as an especially important ingredient in the life of the parish. Reuse of the space in conjunction with the Welcome Center can be considered as the second phase of Vernon Fund grants for enhancing the Welcome Center are being discussed now.

IV. Committee and Other Reports

A. Finance Committee

Before presenting the budget, David Wolff thanked Donald Benson and his staff for their work in helping to develop the budget. He described the process the Budget Committee went through to reach the budget being presented. The committee was faced with \$30,000 deficit in pledge income and \$35,000 in increased expenses for things like insurance and building maintenance beyond our control. The committee cut program services where possible and encourages programs to use restricted funds when possible. While the Budget Committee does not like to present a budget with a deficit, it does at this time with the assurance that the Finance Committee will review the 2018 budget at the end of the first quarter and make any necessary adjustment to budget to a breakeven in the event additional pledge income in the first three months does not materialize. After a review and discussion of pledge history and some line items, the budget was approved by the Vestry.

The Finance Committee also approved a TLC barbeque fundraiser for April.

1. Report of the Treasurer

In the absence of Liz Summers, David Wolff presented the December report.

Balance Sheet

The surge of donations in December took the operating cash checking account balance from a negative balance as of November 31, 2017 to a positive \$158,124. The Prepaid Pledges account had a balance of \$301,621. This represents amounts paid in December 2017 for 2018 or later years, and the revenue will be recognized in those years. There were no draws against the \$1 million line of credit during 2017 and we have been out of the line for 15 months. The Due To Trinity Forward liability was \$232,877. This Due To account will be reduced as Trinity Forward payments restricted to Debt Service are received, and it can be drawn against if needed for Trinity Forward projects.

Income Statement

Total revenues in December were \$519,427, bringing Total Revenues for 2017 to \$3,074,239. Contributions for 2017 were \$2,972, 289, \$69,197 more than 2016 contributions and \$16,989 (0.6%) more than was budgeted for 2017 contributions. Total Expenses for 2017 were \$3,012,789, \$56,344 more than 2016 and \$50,162 below budget. The Operating Fund provided support to the Cathedral Shop (\$8,628) and

the TLC (\$36,742) in 2017. The strong inflow of donations in December provided a \$78,253 net income for the month and reversed the year-to-date net loss at the end of November to a surplus of \$61,450.

Trinity Learning Center

The Trinity Learning Center had a slight profit in December, bringing the loss for 2017 to (\$22,908). The loss in 2016 was (\$12,112).

Revenues were down year-to-year while salaries and group insurance expenses were up. The Operating Fund provided \$36,742 during 2017 to support the TLC loss and keep the checking account in the black.

The Cathedral Shop

The Cathedral Shop experienced a seasonal surge in sales during December and made a profit of \$883, bringing the net loss for 2017 to (\$11,295). The Operating Fund provided \$8,628 during 2017 to support the loss and keep the checking account in the black.

Trinity Forward Campaign

As of December 31, 2017, there was \$2,074,674 of cash in the Trinity Forward account. In addition, the Due From Operating has a balance of \$232,877, which may be drawn upon as needed for Trinity Forward projects. Contributions in December totaled \$645,333, bringing total 2017 contributions to \$1,026,792. Year-to-date campaign outflows were \$122,244, related mostly to engineering work and plans for the Trinity Center repairs.

B. Education and Christian Formation

Belton reviewed the highlights from the 2017 offerings and focused on Andrew Grosso's plans for 2018. Andrew is considering two possible initiatives for fall: first, a multi-year rotation of formation offerings that would include regular classes in the Bible, church history, spirituality, and doctrine; and second, forming and supporting a range of small-group ministries organized around topics and themes. The adult formation advisory group may decide to pursue both initiatives. A survey of the congregation will provide input and interest. Strong speakers for the Lenten series have been engaged.

C. Parish Life, Fellowship and Archives

Wallis and Walter acknowledged that Dorian is taking the helm for this aspect of the parish but they recommend that a standing committee with Vestry and lay participation be appointed to help Dorian in his work. Tim asked they send him an email to act upon.

D. Stewardship

Ben Grimsley reviewed the written summary of the 2017 Campaign, acknowledging thanks to Wade and Lannie Stinnette for assuming the responsibility for the second year in row. He and Adele are seeking co-chairs for the 2018 Campaign that they will lead. They are putting together a calendar for the upcoming year and acknowledged the Budget

Committee's desire to complete the pledge process earlier next time. Ben and Adele were thanked for their willingness to serve in this capacity.

E. SC Home at Still Hopes

Ed Hickman provided a detailed overview of the services and capacity for residents of Still Hopes. He thanked Trinity for their long standing and continuing support and to the Daughters of the Holy Cross for the Valentine party. Eleanor Whitehead will represent Still Hopes next year.

V. Dean's Report

Tim Jones deferred to The Reverend Tina Lockett to share some thoughts on her first week at Trinity. She said she has been oriented to her new position by the three part-time clergy who have been helping in the interim – Bob Riegel, Ira Houck, and Wayne Kinyon. Bob and Ira will continue to assist with pastoral care, neither drawing a stipend for their services, and Wayne will transition back into his retirement next month.

*The Parochial Report for this year will show an increase of 30 members, bringing our membership to 3900. There were 37 baptisms in 2017. Average Sunday Attendance (ASA) has seen a net loss of 8 based on our Cathedral and Keenan Chapel services, but since we now will be including the Community Worship Service in the Stirling Room, we will report a modest net gain. We will continue to focus on engagement. The Vestry is encouraged to attend the workshop on March 17 conducted by Mary Parmer on the subject.

*A meeting will be held Monday, January 29 to continue discussion of the Friends of Music proposal submitted by Charles Dibble.

*An anonymous gift of \$500,000 to the Trinity Forward campaign has been received to cover the needed renovations to the kitchen. David Danforth has begun working with an architect and volunteers on that project. Tim hopes this gift will stimulate additional enthusiasm for completing the Trinity Forward campaign. A motion to pass resolution thanking the donor was approved.

*All Vestry members are encouraged to attend the Annual Meeting on Sunday, January 28 and assist with distributing the reports if possible.

*There may be a new welcoming and hospitality role in the coming year with Vestry members being assigned a designated Sunday periodically to be visible at church.

VI. Open Discussion

Walter Edgar encouraged reconsideration of the election versus slate process next year. David Danforth will consider.

VII. Closing Prayer

Dean Jones closed the meeting with prayer at 8:38 p.m.

Respectfully submitted,

Judy Cotchett Smith

Clerk