

**Trinity Episcopal Cathedral**  
**Vestry Minutes**  
**October 26, 2017**

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. Ira Houck
*Donald Benson, Canon for Administration	*The Rev. Canon Dr. Andrew Grosso

**I. Opening Prayer**

Dean Tim Jones opened the meeting with prayer at 7:01 following a dinner presentation by Senior Warden David Danforth on the Trinity Center renovation project.

**II. Approval of the September Minutes**

The minutes of the meeting were approved.

**III. Discussion of Shift Chapters 11-12**

Tim reported that he and Andrew Grosso are considering opportunities to incorporate this book in some Sunday morning classes in the future. Discussion centered largely upon the culture of consumerism and what aspects of Trinity may or may not reflect that culture. Sometimes one reflection of consumerism is the language of wanting to be “fed spiritually.” It is nevertheless important to note some parishioners do express an unmet desire in that respect. It would be helpful if leaders question those who verbalize those sentiments to explain

more fully what they mean. Individuals have different needs and expectations from the church. How is Trinity responding? Next month, we will continue to discuss Chapters 12 -15.

**IV. Trinity Green**

Kathy Robinson and Mark Robertson joined the Vestry to present a revised Environmental Stewardship Statement for Trinity Cathedral, having tweaked the statement with the help of Dean Jones following discussion at the August meeting. The document is intended not to micromanage aspects of the Cathedral but to express our spiritual partnership with creation. Following lengthy discussion, the statement was amended to replace references to Trinity Green with Trinity Cathedral and to change the first sentence in the second paragraph of “Operations and Facilities” to read: This includes a commitment to apply environmental stewardship to all future building and renovation of existing structures. The statement was approved as amended.

**V. Safe Church**

Tim Jones reported that the Executive Committee and the clergy intend to maintain and further the church’s commitment to the training and accountability of all aspects of Safe Church, identifying areas of emphasis that need to be strengthened. A new manual from the Diocese has been prepared and training will be offered more often to assure that all leadership, including Vestry, is properly trained. Trinity will continue to monitor staff and lay volunteers who have contact with children, youth, and the elderly. Records of training and retraining will be kept.

**VI. Report of the Executive Committee**

**A. Senior Warden’s Report**

1. Vestry members are asked to demonstrate their leadership in the Stewardship campaign by formally presenting their pledges during one of the Sunday services at the time the offering is presented.
2. David reminded the Vestry that all designated pledges to the Trinity Forward campaign are being honored for the projects they were intended. No funds are being used on projects other than as intended. Also, the Trinity Center renovations will be correcting construction problems and will not include remodeling or additions. Communications about the Trinity Center will require various avenues including the Tidings, website, and may include Sunday morning programs and neighborhood gatherings with the Dean.
3. Deadline for Vestry nominations is November 6. To date, only a few have been received.
4. Vestry meetings for November and December will be held one week earlier than usual due to Thanksgiving and Christmas.

**VII. Committee and Other Reports**

**A. Finance Committee**

David Wolff reported that work continues on the operational budget deficits of the Cathedral Shop and TLC. Friends of Music and the Finance

Committee are seeking opportunities for more involvement in the future. Tim is forming a committee to examine those opportunities.

#### **1. Report of the Treasurer**

Liz Summers reported that September's revenue from pledges was well below average, leading to a loss for the month.

##### Balance Sheet

The operating cash checking account balance went deeper into the red with a month-end balance of (\$99,750). The Cathedral continues to rely on the Restricted Accounts' positive cash balance to pay some of its monthly expenses. There have been no draws against the \$1 million line of credit during 2017 and we have been out of the line for one year. The Due To Trinity Forward liability was \$233,677 at September 30, 2017. This Due To account will be reduced as Trinity Forward payments restricted to Debt Service are received, and it can be drawn again as it is needed for Trinity Forward projects.

##### Income Statement

Total Revenues for the month of September were low (\$49,283 less than last month) at \$185,672, making year-to-date revenues \$2,086,879. The decline was primarily in the pledge revenue line item. Year-to-date Contribution revenues were \$2,015,115, compared to Contribution revenues through September 2016 of \$1,925,249. Expenses for September 2017 were \$238,071, and year-to-date expenses of \$2,071,151 remain below budget due to actual personnel expenses lower than were budgeted. Of the \$177,000 building maintenance and capital equipment budgets, \$166,889 has been used through September. The net loss for September was (\$52,399), bringing year-to-date net income down to \$15,728.

##### Trinity Forward Campaign

As of September 30, 2017, there was \$1,384,814 of cash in the Trinity Forward account. In addition, the Due From Operating has a balance of \$233,677, which may be drawn upon as needed for Trinity Forward projects. Contributions in September totaled \$23,296, and year-to-date contributions totaled \$280,444. Expenses of \$7,905 were paid in September, bringing year-to-date campaign outflows to \$95,822.

##### The Cathedral Shop

The Cathedral Shop lost (\$1,852) in September, has a year-to-date net loss of (\$12,510), and owes the operating fund \$61,286. Phil Johnston will be working with Elizabeth Wyman and the Cathedral Shop committee to reduce the monthly losses.

##### Trinity Learning Center

The monthly losses in the Trinity Learning Center continue, with a year-to-date loss through September of (\$24,926). This is a significant change from last year when the profit in the TLC was \$22,237 through September. Revenues are down year-to-date while salaries and group

insurance expenses are up. A year-end projection compiled in mid-October estimates the loss for the year at around \$36,000. The TLC Board is aware of the losses and is working with Donald Benson and Jean Knowlton to address them.

**B. Properties**

Ray Weston called attention to the written report especially highlighting the work being done in the Administration Building regarding high humidity. HVAC changes and storm water solutions by Trinity and the City of Columbia may resolve much of the problem.

**C. Volunteers**

Llewellyn Shealy acknowledged the tireless efforts of Beebe James, noting that a full time person in her position in the future would be an asset.

**D. Foundation**

Mark James reported that Trinity Foundation has total assets of \$7.9 million, divided among three funds, one of which includes \$3,135,000 in Vernon Funds. The Foundation is presenting its final report on the Vernon Fund procedures, following an Ad Hoc Committee's review of the current guidelines, policies and procedures for Vernon Fund grants. Included in the report is the recommendation from the Foundation that a member of the Vestry serve as a member of the Vernon Fund Review Committee. The extensive report was distributed to the Vestry and Mark asked that the Vestry review it in detail and vote to accept it and the recommendation of an appointment. Mark further reported that \$111,000 is available for distribution this year and the recommendations for those grants will be presented to the Vestry in November. Following discussion, the Vestry decided to review the report in its entirety and formally vote to accept it in November and enact recommendations that include a Vestry member on the Vernon Fund Review Committee.

**E. Trinity Learning Center**

In Ryan Newton's absence, his written report was accepted as information.

**VIII. Dean's Report**

Tim Jones reported that there are 30 parents attending a class in preparation for baptism of 11 children in November. He said that we are fortunate to be a church filled with children, noting there presently are 32 three-year-olds. He complimented Ben Grimsley and Emma Shealy for outstanding remarks regarding Stewardship during recent Sunday services. Dorian and Andrew are engaged in planning new Formation opportunities. He feels positive about the energy and healthy excitement that feels evident among the clergy and staff. He continues to interview for a Canon for Pastoral Care.

Patsy Malanuk reported on the progress of 50 Trinity leaders engaging in the Justice Ministry project.

Accolades were extended to Scotty Franz and the co-chairs of the Trinity Bazaar, Sophie Martin and Pence Scurry, for the successful Bazaar.

**IX. Closing Prayer**

The meeting was closed with prayer at 8:53 pm.

Respectfully submitted,

Judy Cotchett Smith  
Clerk