

TRINITY EPISCOPAL CATHEDRAL
Minutes of the Vestry Meeting in Open Session
July 28, 2015

Sr. Warden Jerry Petty called the meeting to order at 6:15 p.m. after Eucharist in the Garden.

Roll Call

Voting, present: Jerry Petty (Sr. Warden), Roger Qualman (Jr. Warden), Nancy Bennetts, Leslie Carveth, Craig Chanti, Kirk Hampson, Steve Isaacson, Fred Jeibmann, Susan Lindauer, Jenn Satalino-Stone.

Voting, excused: Nathan LaRud (Acting Dean), Jill Kirk, Susan Workman.

Non-Voting, present: Ed Carveth (Treasurer), Raggs Ragan (Cathedral Clergy), Tim McMahon (Chancellor), John Barnes, Clerk Elect.

Non-Voting, excused: John Holmstrom, (Clerk), Jim Bethel (Interim Associate Priest.)

Others present: Katie Bronson (Operations Manager.)

Approval of Minutes of June 23, 2015 Meeting

*A motion was made to approve the draft minutes of the June 23rd, 2015 meeting, as distributed.
The motion was seconded and the Vestry passed the motion.*

Mission

(1) Next Steps in Comprehensive Campaign (Kirk Hampson)

Project Management Committee (PMC) Campaign Update – please refer to Vestry packet of meeting materials– pp. 5-11.

Kirk presents updated information regarding the two proposals – 1) authorize funding (\$50,000) for Construction Documents to advance the Courtyard Accessibility Project, and 2) authorize funding (\$305,000) for construction and permitting to replace cement asbestos shingles with asphalt composition shingles, and building envelope repair for the office wing.

The first proposal is to authorize the construction document design phase necessary for permitting and construction of the Courtyard Accessibility Project, and the second is to authorize actual construction of the initial phase of the roofing project. The cost of \$305,000 is a Guaranteed Maximum Price.

Discussion was pursued of the technical features of construction, including mending some of the roof leaks.

Discussion was also pursued as to whether the Courtyard Accessibility Project should be approved now along with Construction Documents, but the Project Management Committee does not recommend this largely because the project is still under Historic Landmark Commission review, and also more needs to be known on the cost of the last remaining Sanctuary Roof project with respect to the overall budget.

A motion was made to approve H and A Construction as prime Construction Contractor for a guaranteed

maximum price and all inclusive price of \$305,000 for Office Wing roof construction and envelope repair. The motion was seconded and the Vestry passed the motion.

A motion was made to approve Waterleaf Architects to prepare Courtyard Construction Documents for Courtyard Accessibility Project for a total expenditure of \$50,000. The motion was seconded and the Vestry passed the motion.

Kirk also reports that in discussions of construction for the slate roof – the “1906 roof” over the sanctuary, an August proposal is likely for Construction Documents authorization to ensure timely material procurement and budget analysis for this final campaign project schedule for 2016 construction.

2.) Annual Giving Campaign (AGC) Update (Jerry Petty)

Jerry reports on the Annual Giving Campaign Committee “We are Trinity” is the planned theme. Fall campaign is planned (as has been done traditionally.)

3.) Parking Committee Report

Craig and Susan present the Parking Committee Report – see pp. 13-14 of Vestry packet - including the options for re-zoning the parking lots to a more flexible use zone. Discussion was pursued of doing this re-zoning in a timely fashion, which is reportedly more cost-effective.

Susan suggests the need for a standing committee to address feasibility, alternative parking alleviation, Trinity Vision long term master plan, and Communications. Susan reports on the need for further focus groups to assist in the long term Vision.

A motion was made to create a parking development task force chaired by Kelly Pecis and Doug Capps. The motion was seconded and the Vestry passed the motion.

A motion was made to authorize a request for re-zoning of all three parking lots from the City of Portland. The motion was seconded and the Vestry passed the motion.

4.) Selection Committee Report

Jerry presents information on the Dean Selection process. Evaluation and Interviewing of candidates continues, including phone and Skype interviews.

Management

(1) Finance-Related Items (Ed Carveth)

Financial Reports

Ed reports on the finances – see pp. 15-32 of the Vestry packet.

(2) Other Reports for Action, Information and Announcements

Open and Welcoming Statement (Jerry Petty)

Jerry reports on the Open and Welcoming Statement – see p. 33 of the Vestry packet. Discussion was pursued

of adding the term “gender identity.”

A motion was made that the term “gender identity” be included in the Open and Welcoming Statement. The motion was seconded and the Vestry passed the motion.

Faith Night at Providence Park (Craig Chanti)

Craig reports on the invitation to participate in “Faith Night” at PGE Park – at a Portland Thorns Women’s Soccer Team. This involves recognition by the Timbers Organization at the Thorns Soccer game on Sunday, August 30th.

A motion was made to purchase 100 tickets at \$10.00 each for a total of \$1000.00 worth of tickets for “Faith Night” at PGE Park The motion was seconded and the Vestry passed the motion.

Jr. Warden’s Report (Roger Qualman)

Roger reports that the south red door and iron railings are being repainted. Roger states that there continues to be consideration of changing our insurance coverage – to be completed prior to January, 2016.

Narthex – a bid has been presented for architectural services to renovate the Narthex.

Sr. Warden's Report (Jerry Petty)

Jerry reports on the Wistar Awards Banquet, which is a benefit for Good Samaritan Hospital.

A motion was made to expend \$1500.00 of Vestry Discretionary Reserve Funds for the 2015 Wistar Awards Dinner table for 10 at Good Samaritan Hospital . Vestry members who attend the dinner may repay, as possible, \$150 per ticket. The motion was seconded and the Vestry passed the motion.

The meeting was adjourned at 8:58 p.m. by Jerry Petty

Respectfully submitted, John Barnes, Clerk Elect

**Scheduled Vestry and Chapter Meeting in 2015
August 25th Chapter, September 22nd
October 27th Chapter, November 24th
Unless Noted, all meetings begin at 5:30 P.M.**