



Trinity Episcopal Cathedral Vestry

(Chapter Executive Committee)

October 27, 2015

Welcome and Roll Call: 6:30pm in the Morrison Room

Jerry Petty

Vestry Voting, present: Nathan LeRud (Acting Dean), Jerry Petty (Sr. Warden), Roger Qualman (Jr. Warden) Leslie Carveth, Craig Chanti, Steve Isaacson, Fred Jeibmann, Jill Kirk, Jenn Satalino-Stone, Susan Workman

Vestry Voting, excused: Kirk Hampson, Nancy Bennetts, Susan Lindauer

Non-Voting: Ed Carveth (Treasurer), John Barnes (Clerk Elect)

Raggs Ragan (Cathedral Clergy)

Non-Voting Excused: John Holmstrom (Clerk), Tim McMahan (Chancellor) Katie Bronson (Staff), Jim Bethell (Interim Associate Priest)

Others: Ajah Capps (Campaign), Elaine Harris, Barbara Blakely, Elaine Harris, Kelly Pecis, Doug Capps

Approval of Vestry Minutes of September 22, 2015 Meeting

John Barnes

A motion was made to accept the draft minutes of the September 22nd, 2015 Vestry Meeting, as distributed. The motion was seconded and the Vestry passed the motion.

Mission

Comprehensive Campaign

Campaign Update (**Ajah Capps**)

Ajah reports on the Comprehensive Campaign – including extending expressions of gratitude to donors.

PMC (Project Management Campaign) Update (**Doug Capps**)

Please refer to Vestry packet of meeting materials pg 4

Doug presents an update on construction projects being pursued. Roof replacement project regarding the 1956 building is now complete as of last week. The project came in on time and \$60,000 under budget. Two final projects are nearing decision points - Courtyard Accessibility and Cathedral roof projects. Rough estimates of these projects are complete, and cost estimates will become firm in November, 2015. At that time Vestry will be asked to approve these projects for construction. Discussion was pursued of access to the Cathedral during construction. Procurement of some materials, including the roof slate, will be requested early in the construction process, and funds for these materials will be requested for release as needed.

Loan Conversation (**Craig Chanti**)

Please refer to Vestry packet of meeting materials pg 9

Craig reports on bridge the gap regarding funds coming in and expenditures, including reference to the Loan Comparison chart in the Vestry packet. Ed states that these options are termed bridge loans.

Annual Giving Campaign Update (Ajah Capps)

Please refer to Vestry packet of meeting materials pg 11

Ajah reports that \$308,000 pledges have been received to date for the Annual Giving Campaign. Ajah further states that this figure is somewhat ahead of the past two years to this date.

Ed presents a Pledge Goal recommendation be increased to \$1.4 Million.

A motion was made to accept \$1.4 Million as the goal for the Annual Giving Campaign. The motion was seconded and the Vestry passed the motion.

2015 Vestry Goals

Finance/Resource Development Update (Craig Chanti)

Craig reports on the Finance/Resource Development, including requests for further input regarding future development.

Parking Report (Doug Capps)

Doug presents the Parking Report and possible proposals, including building a parking structure, or a parking structure in addition to other building development. Kelly Pecis presents information on the possibility of building a parking structure. \$6.5 million for 5 level parking structure/250 parking spaces. Kelly states that parking plus retail space may be better received in the community. What is the highest and best use for this space? Kelly also suggests partnership with other congregations, including Temple Beth Israel and St. Mary's Cathedral. Discussion was also pursued of consultation with neighborhood organizations.

Communications (Steve Isaacson)

Please refer to Vestry packet of meeting materials pg 12

Steve asks if everyone got the e-blast on the parking survey report that Pam Knepper sent out last week.

Management

Finance-Related Items (Ed Carveth)

Please refer to Vestry packet of meeting materials pg 25

Ed reports on the Financial Summary. He states that though the endowment funds balance had been down earlier in the year, the balance has rebounded this last month.

Audit - Please refer to Vestry packet of meeting materials pg 43

Ed reports on the Audit – which for the most part went very well.

Other Reports for Action, Information and Announcements

Nominating Committee Report (Jerry Petty and Nathan LeRud)

Jerry reported on behalf of the Nominating Committee. They are presenting the following names to serve on Vestry as the class of 2019:

Daniel Eagle
Elaine Harris
Kelly Pecis

*A motion was made to accept Daniel Eagle, Elaine Harris and Kelly Pecis as a slate to be the incoming Vestry Class of 2018
The motion was seconded and the Vestry passed the motion.*

Acting Dean's Report (Nathan LeRud)

Nicaragua Expenses

A motion was made to use \$3000.00 to pay for Gardiner Grice and Jerry Petty's Nicaragua trip. The motion was seconded and the Vestry passed the motion.

Master Sketch Retreat Report (Nathan LeRud)

Please refer to Vestry packet of meeting materials pg 65

Nathan reports on the Master Sketch Retreat Report

Jr. Warden (Roger Qualman)

Sexton Report - Please refer to Vestry packet of meeting materials pg 69

Roger presents the Junior Warden report – Roger reports that the Narthex project has commenced. Waterleaf Architects have been retained to study and present a narthex remodeling plan, with the help of the Interiors Committee. RDH Building Systems has been selected to prepare a building reserve study, and a comprehensive report on Cathedral building systems, repair and replacement needs. This work will be done in 2016.. Roger states that there have been concerns expressed regarding flooding in front of the Church entry stairs on 19th St. We are working with the City of Portland to remedy the situation, but vestry members are advised that the problem continues in the meantime.

Sr. Warden (Jerry Petty)

Jerry reports on Consortium of Endowed Episcopal Parishes (CEEP.) This Conference is Denver – planned for February 24-26, 2016.

Please note: Vestry meeting date changes:

- **Nov. 17 @ 6:30pm**
- **December – No Meeting**
- **Jan. 19 @ 6:30pm**
- **March 29 @ 5:30pm**

Christmas Party

Jerry requests input as to who can host the Annual Vestry Christmas party.

Dean Selection Committee

Elaine Harris reports on the Dean Selection process. Committee work is grounded on the values of Trinity. Elaine speaks about Discernment – including prayer process and practice of radical trust in God. Elaine offers a prayer.

Jerry proposes an Executive Session at 7:53 P.M. This Session was continued until 8:09 P.M.

Other Reports & Commission Minutes

Commission & Committee Minutes Please refer to Vestry packet of meeting materials pg **70**

Questions & Concerns

Jerry Petty Adjourned the meeting at 8:09 P.M.

Scheduled Vestry and Chapter Meetings in 2015-2016

**November 17 at 6:30pm, January 19 at 6:30pm, Annual Meeting January 24 at 11:30am,
February 23, March 29, Vestry & Chapter April 26, May 24, June 28, Vestry & Chapter August 23,
September 27, Vestry & Chapter October 25, November 29**

Unless noted, all meetings begin at 5:30pm

Respectfully submitted,

John Barnes, Clerk-elect