

**Trinity Episcopal Cathedral Vestry**  
(Chapter Executive Committee)  
**for January 26, 2016**

**Welcome and Roll Call: 5:30pm in the Morrison Room**

**Jerry Petty**

**Opening Eucharist in the Cathedral**

**Nathan LeRud**

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

Vestry Voting, excused: Roger Qualman (Jr. Warden)

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

Non-Voting Excused: Jim Bethell (Interim Associate Priest), Raggs Ragan (Cathedral Clergy)

Others: Ajah Capps (Campaign), Katie Bronson (Staff), Daniel Eagle (incoming vestry), Kelley Pecis (incoming vestry), Elaine Harris (incoming vestry)

Jerry welcomes new Vestry Members: Daniel Eagle, Kelley Pecis , and Elaine Harris, including the role of Vestry members.

**Approval of Vestry Minutes of November 17, 2015 Meeting**

**John Barnes**

*A motion was made to accept the draft minutes of the November 17th, 2015 Vestry Meeting, as distributed. The motion was seconded and the Vestry passed the motion.*

## **Mission**

**Comprehensive Campaign**

Restroom Update Please refer to Vestry packet of meeting materials pg 4

**Dale Voeller**

Dale presents an update regarding the bathroom concerns, including the height of the toilets in the new bathrooms. The Project Management Committee has completed designs for requested modifications, including raising the height of some of the toilets and installing handrails, as well as the cost projections of these changes. Discussion was pursued of the need for these changes – for both the mens and womens' restrooms, as well as the options possible for making the requested modifications. A suggestion was made to speak with pertinent parishoners to get input regarding the bathroom modifications The cost projection for these modifications is \$25,000.

*A motion was made to approve a maximum amount of \$25,000 for bathroom modifications. The motion was seconded and the Vestry passed the motion.*

**PMC Campaign Update** Please refer to Vestry packet of meeting materials pg 11 **Kirk Hampson**

Kirk reports on the progress on construction, as well as the phases of construction for both the accessibility and roof construction dates. The construction schedule is as follows:

Courtyard Accessibility: Phase 1- the south half of the courtyard – to 01/18/2016 until 07/04/2016.

Phase 2 – the north half of the courtyard - 06/29/2016 until 08/01/2016.

Roof/Envelope Repair: Phase 1- Trinity Place Side - 04/15/2016 until 06/06/2016

Phase 2 – Everett Street Side - 06/06/2016 until 08/5/2016.

Phase 3 – Interior Courtyard Side - 08/05/2016 until 10/10/2016.

Kirk further reports that the old chimney removal required a land use review, and this review has begun.

**Loan Conversation**

**Craig Chanti**

Craig explains the options for bridge loans to complete payments for the roof replacement projects; these options include: self-funded loan, a loan through the Episcopal Church Building Foundation, and a loan or loans from external banks. Craig states that we may pursue one or more of these options.

**Annual Giving Campaign** Update (see handout)

**Ajah Capps**

Ajah reports the total amount pledged amount to date for the Annual Giving Campaign is : \$1,395,233,67, 99.7% of the giving goal of \$1,400,000.00, including 72 new pledging units. Thank-you to Ajah!

## **2015 Vestry Goals**

**Parking Report**

**Kelley Pecis**

Kelly reports on the Parking options and plans, including gathering input from local Business Leaders, and communicating with these Business Leaders to possibly share plans for coordinating parking. Kelly states that a meeting is planned for this next week to begin this discussion. Kelly also reports that the Committee members plan to communicate with the Neighborhood Association and other Community entities, including Temple Beth Israel. Several options of type and use of a structure are planned to be further explored.

**Selection Committee Report**

**Jerry Petty**

Jerry reports that the Selection Committee recommended and the Cathedral Chapter has elected Nathan LeRud as Trinity Cathedral Dean. Nathan's Installation as Trinity Dean is scheduled for April 17, 2016 at 5:00 P.M. Jerry reports that a Transition Committee will be formed in the near future.

Jerry also reports that a Transition Team is planned to be formed soon.

## Management

### Finance-Related Items

Financial Report      Please refer to Vestry packet of meeting materials

Ed Carveth

pg 12

Ed presents the Financial Report, including 2015 budget figures.

96 percent of the pledge was collected for the year 2015, which was slightly more than the reserve of 5 percent. (this 5 percent is the amount that is a projected estimate of pledges that are not collected.)

Ed also presents the 2016 Budget (see handout.) Ed states the budget committee has decided to plan for a reserve of 4.5 percent for 2016.

*A motion was made to approve the proposed budget as presented for the 2016 Calendar Year. The motion was seconded and the Vestry passed the motion.*

Insurance      Please refer to Vestry packet of meeting materials

pg 31

Thanks to Roger Qualman for securing an excellent insurance package for great price.

Jerry expresses gratitude for departing Vestry members and their contributions: Craig Chanti, Kirk Hampson, and Susan Lindauer.

## Other Reports for Action, Information and Announcements

### Dean's Report

Nathan LeRud

Vestry Retreat Feb. 12 & 13 – Nathan reports on the Vestry Retreat which will be at the Alton Collins Conference Center in Estacada. There will be guest facilitator – Susan Czolgosz of Holy Cow Consulting is the planned facilitator for the retreat. Nathan states that the two topic areas of pursuit for the retreat including: getting to know each other better, and explore how to coordinate leadership and work together, as well as taking a focused look on future vision planning.

Consortium of Endowed Episcopal Parishes (CEEP) to be held in Denver February 24<sup>th</sup> to the 28<sup>th</sup> - Jenn Satalino-Stone, Susan Workman are planning to attend this Conference.

Please refer to Vestry packet of meeting materials

pg 32

Living Compass Training

Please refer to Vestry packet of meeting materials

pg 33

Susan Lindauer presents on the Living Compass Training she attended two years ago, and she suggested that other Vestry members may wish to attend – to be trained as trainers. Susan states that there are scholarships possibly available for this training. Susan proposes that two Vestry members attend this training offered in Chicago in March, July or August.

*A motion was made to approve up to \$1500.00 for three Vestry members to attend the Living Compass Training to be distributed from Vestry Discretionary Funds. The motion was seconded and the Vestry passed the motion.*

Outreach Kitchen

Please refer to Vestry packet of meeting materials Pg 34

Nathan reports on the Outreach Kitchen, including increasing the Endowment for Outreach. This Endowment may include a part-time paid kitchen coordinator.

Annual Meeting Report – Nathan reports on his planned message for the Annual Meeting. Nathan states that this will involve two areas:

- 1.) Future Vision Process, which will include a walk through of genesis and unfolding of this process – which may include Property and Space, as well as Neighborhood and Diocesan Involvement as well as the identity of Trinity as a Cathedral.
- 2.) Staffing – near and long term... Bruce Neswick has answered the call to be the permanent Canon for Cathedral Music. A position of an additional clergy is planned to be in place by Fall, 2016. A Deacon position is also planned; the plan is for this position to be shared with the Diocese. Jim Bethell is planning to stay through the end of this program year.

Nathan reports that Susan Lindauer has accepted the nomination to be the next Senior Warden. Leslie Carveth has also expressed interest in being in a position of transition advisor to the Vestry.

**7:45 P.M. Jerry proposes a motion to hold an executive session. This motion was seconded and approved. Executive Session concluded at 8:01 P.M.**

### **Sr. Warden Report**

**Jerry Petty**

Jerry presents information on the Annual Meeting which is planned for Sunday, January 31<sup>st</sup> at approximately 11:45 A.M.– including the Holy Spirit Award for 2015.

*A motion was made to approve Joe DuBay for the Holy Spirit Award for 2015. The motion was seconded and the Vestry passed the motion.*

Discussion was pursued of the Re-affirmation document endorsing Regan Shutz as a candidate for Postulancy to the Priesthood. This documents was distributed and signed by all present Vestry members and the Clerk-elect.

*A motion was made to approve funding \$1000.00 from Vestry Discretionary funds in support of Regan Shutz at seminary for 2016-2017. The motion was seconded and the Vestry passed the motion.*

### **Other Reports & Commission Minutes**

Commission & Committee Minutes Please refer to Vestry packet of meeting materials pg 36

**Questions & Concerns**

**Adjourn**

**Jerry Petty adjourns the meeting at 8:20 P.M.**

*Respectfully submitted,*

**John Barnes, Clerk**

**Scheduled Vestry and Chapter 2016**

**Vestry Retreat**

**February 12 & 13, 2016**

**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*