

Trinity Episcopal Cathedral Vestry

(Chapter Executive Committee)

June 28, 2016

Welcome 5:30pm in the Morrison Room

Susan Lindauer

Opening Eucharist in the Cathedral

Jim Bethell

Vestry Voting, present: Susan Lindauer (Sr. Warden), Roger Qualman (Jr. Warden), Nancy Bennetts, Leslie Carveth, Daniel Eagle, Elaine Harris, Fred Jeibmann, Steve Isaacson, Jill Kirk, Kelley Pecis, Jenn Satalino-Stone, Susan Workman

Vestry Voting, excused: Nathan LeRud (Dean),

Non-Voting: Ed Carveth (Treasurer), John Barnes (Clerk), Tim McMahan (Chancellor), Raggs Ragan (Cathedral Clergy), Jim Bethell (Honorary Canon), RossCornelius, Doug Capps

Non-Voting Excused:

Others: Ajah Capps (Staff), Katie Bronson (Staff)

Susan begins the meeting with a prayer.

Consent Agenda

Vestry Minutes of May 24, 2016 Meeting

John Barnes

Please refer to Vestry packet of meeting materials pg 1

Finance-Related Items

Ed Carveth

Financials Please refer to Vestry packet of meeting materials pg 4

Ed presents the Financial Report.

Banking Report: Ed presents an update on the change of banking institution for Trinity's banking services, including the bridge loan for construction projects. Beneficial State Bank is an option; one other option, and possibly a third, is being sought for comparison.

Approval of Consent Agenda

A motion was made to approve the Consent Agenda including o the Vestry Minutes of the May 24th, 2016 Vestry Meeting as amended.

The motion was seconded and the Vestry passed the motion.

Management

Comprehensive Campaign

Loan Report

Ed Carveth

Ed presents information regarding the Bridge Loan, including 3 options:

Episcopal Building Fund
Beneficial State Bank Line of Credit
Conservation Trust

The Episcopal Building Fund has been removed from consideration due to expense.

Discussion was engaged regarding borrowing from the Conservation Trust Fund. It is planned to borrow up to \$350,000 from the Conversation Trust Fund – to be paid back at 5% interest. It was agreed to borrow the \$350,000 initially, with the possibility of a maximum of \$500,000 from the Conservation Trust. It was also agreed to borrow \$350,000 from the Beneficial State Bank initially as a line of credit, with a maximum of \$500,000 to be borrowed.

Tim presents the Resolution of the Trinity Episcopal Cathedral Vestry regarding the loan from the Conversation Trust. Tim also distributes a written explanation of the Resolution to Vestry members, and discussion was pursued regarding this resolution.

A motion was made to approve the Resolution of the Trinity Episcopal Cathedral Vestry Regarding the Loan from the Conversation Trust. The motion was seconded and the Vestry passed the motion.

Construction Update

Katie Bronson

Katie presents an Update regarding the Construction Projects. These projects are currently on or ahead of schedule, and on budget. Katie also reports that repair of the Kempton roof has begun.

Parking Update

Ross & Doug

STEPS Parking Committee presents a report on progress of the parking planning. Doug presents this information as a policy making effort. Doug reports that there has been communication with the City of Portland regarding possible change of zoning, as well as consultation with City representatives. Doug also states that there has been direct communication with Northwest Portland Community representatives. Doug also states that a parking consultant has been engaged to prepare a parking Feasibility Study. Ross reports that a Level 1 Environmental Study for all three parking lots have been completed. There may be an environmental concern regarding the east parking lot, including the possibility of old underground fuel tanks. Further assessment of this concerned could be pursued at a future time. Communication with possible partners, including local business entities has been engaged, with the possibility of sharing parking needs and costs. A zoning study has been pursued with a Consulting Architect. The next step includes architectural programming.

Possible plans include:

Plan A: Coordinate plans with the dentist adjacent to the East Parking Lot

Plan B: Develop plans without the dental practice space.

Roger reports that the STEPS Parking Committee plans to return with further information and recommendations to the Vestry in the early fall, 2016.

Dean's Report

Susan & Leslie

Search Committee

Leslie reports on the Search for a new Canon for Cathedral Life – There are four candidates. Two candidates have had on site visits, and two more are planned - July 8th and July 14th. Leslie requests participation of Vestry members in the greeting and reception process. A meeting is planned for July 20th to review the candidates. Nathan plans to make a decision regarding the selection by the end of July, 2016.

Sabbatical Please refer to Vestry packet of meeting materials pg 22

Susan presents Nathan's request for a sabbatical for summer – May to July, 2017.

Verger Conference Request Please refer to Vestry packet of meeting materials pg 25

Susan presents information regarding the Annual Verger Conference scheduled for September 22nd through September, 2016 in Spokane, Washington.

A motion was made to approve expenditure of \$900.00 from Vestry Discretionary Account for Trinity's four vergers to attend the Annual Verger Conference. The motion was seconded and the Vestry passed the motion.

Welcome Home Information Please refer to Vestry packet of meeting materials pg 27

Susan presents further information regarding the Welcome Home Information proposal.

Jr. Warden Report

Roger Qualman

Narthex Report

Roger presents an update on the Narthex construction, including a plan of construction for this project, as well as architectural renderings, and discussion was pursued regarding these plans. Roger suggests we postpone action on this project at this time.

Reserve Study

Roger reports on the Reserve Study – the contract has been signed – to begin in July and be completed

by the end of the year, 2016.

Sr. Warden Report

Susan Lindauer

Ajah reports on the Annual Giving Campaign – and the action of the Annual Giving Campaign Cabinet. This Cabinet includes three new Committees to plan for the Annual Giving Campaign – Budget/Finance, Community Building/One-to-One Relationship Building Committee, and The Narrative and Design Committee. Katie distributes a handout describing these Committees. Annual Giving Campaign will be launched in October, 2016.

Other Reports & Commission Minutes

Commission & Committee Minutes Please refer to Vestry packet of meeting materials pg 30

Mission & Team Building

Team Building

Elaine Harris

In the interest of time, the Team Building Exercise was postponed.

Vestry Leadership & Vision

Vestry Visioning Summit

Susan Lindauer

Susan presents information regarding the Vestry Visioning Summit. Susan presents the theme of Radical Love and Hospitality
Elaine, Jill, Kelly and Susan are the Planning Committee.

Three Core Areas were identified:

Culture
Campus
Currency

Susan suggests that the July Vestry Visioning Summit meeting be postponed until September 10th, 2016, and cancelling the July Vestry meeting. Susan also suggests that we have a facilitator for this meeting. Susan also requests input from Vestry members in preparation for this planned meeting. Susan plans to finalize exact date is of this Visioning Meeting, and share this date with Vestry members.

Questions & Concerns

Susan adjourns the meeting at 7:57 P.M.

Respectfully Submitted,

John Barnes, Clerk

Scheduled Vestry and Chapter 2016

August 23 Vestry & Chapter

September 27

October 25 Vestry & Chapter

November 29

Unless noted, all meetings begin at 5:30pm