



**Trinity Episcopal Cathedral Vestry**  
(Chapter Executive Committee)  
**November 29, 2016**

**Welcome 5:30pm in the Morrison Room**

**Nathan LeRud**

**Opening Eucharist in the Cathedral**

**Nathan LeRud**

Vestry Voting, present: Nathan LeRud (Dean), 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:

Non-Voting: Ed Carveth (Treasurer), John Barnes (Clerk), Julia McCray-Goldsmith (Cathedral Clergy), Marlene Mutchler (Cathedral Clergy), Jerry Petty (AGC Chair)

Non-Voting Excused: Tim McMahan (Chancellor), Raggs Ragan (Cathedral Clergy)

Others: Ajah Capps (Staff), Katie Bronson (Staff), Jerry Petty (Chair of the Annual Giving Campaign)

**Vestry Minutes of October 25, 2016 Meeting**

**John Barnes**

Please refer to Vestry packet of meeting materials pg 1

*A motion was made to approve the the Vestry Minutes of the , October 29<sup>th</sup>, 2016 Vestry Meeting as amendedThe motion was seconded and the Vestry passed the motion.*

**Finance-Related Items**

**Ed Carveth**

Financials Please refer to Vestry packet of meeting materials pg 5

Clergy Housing Allowance Please refer to Vestry packet of meeting materials pg 23

*A motion was made to approve the Clergy Housing Allowance resolutions as written and distributed. The motion was seconded and the Vestry passed the motion.*

**Construction Budget**

Ed reports that the overall cost of Construction has decreased. Ed also reports that loan repayment and interest repayment will made – with current pledges that have been received.

Loan Status Ed states that we have borrowed \$400,000 from the Holman Conservation Trust, and we also have a \$400,000 line of credit. The line of credit is planned to be used to pay off the Holman Trust, and to pay off other interim construction expenses. Ed also states that there will be some construction repair – to be done after the first of the year, 2017.

**Management**

**Annual Giving Campaign**

**Update**

**Ajah Capps**

Ajah presents and distributes updated information regarding the Annual Giving Campaign. Jerry reports \$1.137 million has been pledged to date – 76% of goal of \$1.5 Million, with a goal of 700 total pledges. The Campaign is in the 9<sup>th</sup> week of the Campaign, and Jerry states that the Campaign is ahead of the last two years at this stage of the Campaign. Ajah also states we have 55 new pledging members this year. The wrap-up of the Campaign is planned for Sunday, December 11<sup>th</sup>. Ajah indicates that there are plans for continuing involvement by Vestry members in the Campaign, including plans for Vestry members to make telephone contact with prospective pledges. Nathan explains the process of these calls. Ajah also suggests that Vestry members participate in writing thank-you notes.

**Dean's Report**  
Julia Installation

**Nathan LeRud**

Julia is planned to be installed as the Canon of Cathedral Life on Sunday, January 15, 2017 at Evensong Service. Julia presents the plan of a social action project as part of this celebration.- to be coordinated with the William Temple House.

Nathan presents an interest in Refugee Assistance, as well as Refugee and Immigration issues. Nathan also presents information regarding the Sanctuary Movement, as well as other involved organizations. Nathan suggests that Vestry members review this information, and that this concern be revisited by Vestry in January, 2017. Discussion was pursued among members regarding this interest.

**Jr. Warden Report**

**Roger Qualman**

Roger presents information regarding the addition of a walk-in cooler in the kitchen, including ways to get this accomplished. Roger states that some funds have been raised for this pursuit, and there is a potential expense of approximately \$91,000 for one of the options being considered – this is the amount that is available.

Roger states that the parking committee is in the process of submitting an application to the City of Portland to utilize our parking lots for commercial purposes.

Emergency Preparedness - Roger reports that emergency preparedness planning continues.

**Sr. Warden Report**

**Susan Lindauer**

Nathan presents the Sr. Warden's report in Susan's absence

Nominating Committee Recommendation  
*Please refer to Vestry packet of meeting materials* pg 24

**Leslie Carveth**

Nathan reports on the Nominating Committee Recommendations. Nominees include:

Vestry: Bonnie Garrett, Barbara Bracken, Lucy Reynolds

Alternate Diocesan Convention Delegate Nominees: Cassie Clark, Christopher Hardman, Keith Walters

Nathan reports that there is a recommendation to extend Roger's term as Junior Warden for an additional year, and Roger agrees to this recommendation.

***A motion was made to accept the recommendations of the Nominating Committee.  
The motion was seconded and the Vestry passed the motion.***

Christmas Gathering:

Susan presents information regarding the annual Vestry Christmas party at Susan Workman's house – on December 11<sup>th</sup> from 4:00 to 7:00 P.M.

**Other Reports & Commission Minutes**

Commission & Committee Minutes Please refer to Vestry packet of meeting materials pg 25

**Mission**

**Vision Work**

**Susan, Nathan & Leslie**

Please refer to Vestry packet of meeting materials pg 32

Susan presents the Visioning process, and distributes printed material regarding this pursuit. Susan suggests that Vestry members engage a process of forming four small groups that represent four strategic areas to further explore the goals, tactics and outcomes involved in the Visioning process.

Presentation of the small group processes was shared from the four smaller groups to the entire Vestry.

#### **Questions & Concerns**

**Adjourn at 8:10 P.M.**

**Susan Lindauer**

*Respectfully Submitted,*

**John Barnes, Clerk**

#### **Scheduled Vestry and Chapter 2016**

**November 29**

**Christmas Gathering December 11, 4:00pm at Susan Workman's home**

#### **Scheduled Vestry and Chapter 2017-2018**

**January 24**

**January 29 Annual Meeting 11:30am**

**February 10-11 Vestry Retreat TBA**

**February 28**

**March 21 6:30pm after Finance meeting**

**April 25 Chapter & Vestry**

**May 23**

**June 27**

**August 22 Chapter & Vestry**

**September 26**

**October 24 Chapter & Vestry**

**November 28**

#### **2018 Meetings**

**January 23**

**January 28 Annual Meeting 11:30am**

*Unless noted, all meetings begin at 5:30pm*