



Trinity Episcopal Cathedral Vestry
(Chapter Executive Committee)

January 24, 2017

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, Jenn Satalino-Stone,

Vestry Voting, excused: Susan Workman, Kelley Pecis

Non-Voting: Ed Carveth (Treasurer), John Barnes (Clerk), Tim McMahan (Chancellor), Raggs Ragan (Cathedral Clergy), Julia McCray-Goldsmith (Cathedral Clergy),

Bonnie Garrett (Nominated Vestry), Lucy Reynolds (Nominated Vestry)

Non-Voting Excused: Barbara Bracken (Nominated Vestry), Marlene Mutchler (Cathedral Clergy)

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

Welcome to new nominated Vestry members – Lucy Reynolds and Bonnie Garrett – Introductions made by all present.

Susan opens the meeting with a prayer.

Vestry Minutes of November 29, 2016 Meeting
Please refer to Vestry packet of meeting materials pg 1

John Barnes

Vestry Minutes Annual Meeting January 31, 2016
Please refer to Vestry packet of meeting materials pg 4

John Barnes

A motion was made to approve the Vestry Minutes of the November 29th, 2016 Minutes, as amended. It was moved that The Vestry Annual Meeting Minutes of January 31st, 2016 be approved for presentation at the 2017 Annual Trinity Congregation Meeting. The motion was seconded and the Vestry passed the motion.

Finance-Related Items

Ed Carveth

Financials Information *Please refer to Vestry packet of meeting materials* pg 9

Ed reports on the 2016 financial results. Ed states that collected pledges for 2016 were slightly less than projected. The Trinity operating budget expenditures was below projections.

Ed reports on the bridge loan amounts – and these expenditures are \$377,000 less than what was anticipated.

2017 Budget Action *Please refer to Vestry packet of meeting materials* pg 29

Ed presents the 2017 budget proposal. A \$1.47 Million budget is proposed for 2017.

Ajah presents updated information on the Annual Giving Campaign – and distributed a handout to Vestry members. We are still receiving pledges, and close to the goal of \$1.5 Million - \$1.47 has been committed– with 684 pledges to date – with 111 new pledges.

Nathan suggests that we may alter the budget by Sunday at the Annual Meeting.

A motion was made to approve the 2017 Annual Budget as presented. This amount may be updated by 01/29/2017 at the Trinity Annual Meeting, as new pledges are received. It was also moved to raise the Vestry Discretionary Fund to \$30,000, and any remainder be expended to reduce the Prior Year Surplus amount. The motions were seconded and the Vestry passed the motions.

A motion was made to create a sub-fund – a temporary restricted account – to hold any unspent distributions from the Holman Trust. The motion was seconded and the Vestry passed the motion.

Management

Dean's Report

Nathan LeRud

Sanctuary Information *Please refer to Vestry packet of meeting materials* pg 39

Nathan presents updated information regarding the Sanctuary Movement, and Trinity's involvement in this pursuit. Nathan suggests that further conversation be engaged concerning Trinity's involvement in this Movement. Discussion was pursued of the nature and structure of Trinity's involvement, including formation of a Task Force. Nathan plans to explore the formation and leadership for such a task force, and report on this at the next Vestry Meeting

Annual Meeting – Nathan presents information on the Annual Meeting and his presentation, including upcoming transitions.

Vestry Retreat - Nathan presents the Vestry Retreat – which is now scheduled for February 17th-18th, 2017.

Jr. Warden Report

Roger Qualman

Outreach Kitchen Update Information -

Roger presents an update regarding the Outreach Kitchen Remodel. Roger states that in working with the mechanical contractor, a plan has been developed to add a walk-in cooler in the kitchen, and a walk-in freezer outside the door of the kitchen. Expenses include securing permits, as well as the costs of construction. Roger reports that if there are any problems in the process of securing permits from the City of Portland, a re-design of the project will be pursued. Roger states he plans to meet with the Construction Contractor tomorrow – to sign a contract. This project is being funded by Outreach Grants.

Kempton Hall Roof Update Information - *Please refer to Vestry packet of meeting materials* pg 40

Roger reports on the Kempton Hall Roof Envelope Budget, with a presentation of the costs of this project. Roger suggests that we not expend funds for further exploration of this project at this time.

Parking Update Information

Roger reports on the Parking short term plan – which is to transition the east lot to commercial status. A license must be secured from City of Portland, and an application for this license is in process.

Long-term parking plan – The Parking Committee met today – and the parking consultant is engaged. An update is planned by the Parking Committee at next month's Vestry meeting.

Reserve study – a roadmap for maintenance of a building. This Reserve study is planned to be completed sometime in the next few months.

Sr. Warden Report

Susan Lindauer

CEEP (Consortium of Endowed Episcopal Parishes) .Information Please refer to Vestry packet of meeting materials
pg 41

Annual Meeting Logistics Information – Susan recommends all Vestry members attend the Annual Meeting this
Sunday, January 29th.

Installation Reception Action Please refer to Vestry packet of meeting materials pg 60

***A motion was made to approve the expenditure of \$1050.00 in catering expenses for the Installation Reception –
to be distributed from Vestry Discretionary Funds to be paid to Jennifer Wiant.
The motion was seconded and the Vestry passed the motion.***

Ordination Reaffirmations Action Please refer to Vestry packet of meeting materials pg 61

These Reaffirmations were distributed for Vestry Members and Clerk Signatures. Nathan states the plan is for all
three postulants to be ordained at the Cathedral on June 10th, 2017.

Other Reports & Commission Minutes

Commission & Committee Minutes Please refer to Vestry packet of meeting materials pg 64

Mission

Visioning Presentation

Nathan LeRud

Nathan presents on the Trinity Vision Process – this presentation will be delivered at the Annual Meeting.

Questions & Concerns

Susan Adjourns the meeting at 7:55 P.M.

Respectfully Submitted,

John Barnes, Clerk

Scheduled Vestry and Chapter Meetings 2017-2018

January 24

January 29 Annual Meeting 11:30am

February 17(6:00-9:00pm) & 18(9:00am-3:00pm) Vestry Retreat

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