



Trinity Episcopal Cathedral Vestry & Chapter

(Chapter Executive Committee)

August 22, 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) Barbara Bracken, Bonnie Garrett, Elaine Harris, Kelley Pecis, Lucy Reynolds, Susan Workman.

Vestry Voting, excused: Daniel Eagle, Fred Jeibmann, Jill Kirk, Jenn Satalino-Stone.

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

Julia McCray-Goldsmith (Cathedral Clergy) Marlene Mutchler (Cathedral Clergy)

Non-Voting Excused:

Others: Katie Bronson (Staff), Ajah Maloney (Staff), Ross Cornelius (Parking Committee), Mic Fleming.

Chapter Voting, present: Jill Osborne

Chapter Voting, excused: Bishop Michael Hanley, Georgia DuBose, Scott Dolph

Susan begins the meeting with a prayer.

Susan welcomes all present, including Chapter members.

Vestry Minutes of June 27, 2017 Meeting

John Barnes

Please refer to Vestry packet of meeting materials pg 1

*A motion was made to approve the Minutes of the June 27th, 2017 Vestry 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 5

Ed presents information regarding current financials, as well as information regarding the Endowment Committee. Ed states that the Endowment Committee emphasizes growing the Endowment. There is a proposal for the Endowment Committee to be restructured, with periodic updates provided to the Finance Committee. Discussion was pursued regarding this proposal.

Ed reports that the first budget meeting is planned for September 19th.

Online Giving Update

Ajah & Katie

Ajah presents information regarding online giving, including a new online database. A group of Trinity members and staff have met to update this online giving process. This new process (and computer program) provides for greater cohesion and integration of information. Ajah states that she plans to provide a powerpoint presentation and demonstration of smart phone access at the next Vestry meeting. Other trainings are also planned. The launch of the new process is planned for the 3rd or 4th week of September, 2017.

Management

Dean's Report

Nathan LeRud

Nathan reports on his Sabbatical.

Nathan states that Roger has decided to step down as Jr. Warden, and that Dale Voeller has been recommended as the next Junior Warden. Roger reports that transition preparations are in motion.

Regan Shutz - Final Endorsement for ordination to the priesthood was distributed and signed by those present.

Please refer to Vestry packet of meeting materials pg. 24

Raggs Retirement Update – Nathan presents information regarding celebration for Raggs' retirement.

A motion was made to approve the reception and gift for Raggs in the amount of \$1200.00 to be expended from Vestry Discretionary Fund. The motion was seconded and the Vestry passed the motion.

Nathan discusses information regarding the presence of Trinity's bookstore at the Diocesan Convention. Nathan suggests that we provide for the cost of expenses for this participation.

A motion was made to expend a maximum of \$500.00 from the Vestry Discretionary fund for a representative of the bookstore to attend the Diocesan Convention. The motion was seconded and the Vestry passed the motion.

Jr. Warden Report

Roger Qualman

Emergency Preparedness

Barbara Bracken

Barbara provides information regarding the Emergency Trainings. The next trainings are planned for Wednesday at the Commons evenings – of September 13th, September 20th, and September 27th. Barbara requests input from attendees regarding possible presenters for the September 27th training.

Roger reports that the Outreach Kitchen Cooler-Freezer installation is now complete and in use. Roger further reports the Reserve Study has been completed and is available for perusal.

The City of Portland has approved the application to use our surface surface lots as pay lots. Three proposals have been received from organizations to manage these lots. It is possible that the payment for lot usage of the east lot will be operable by October, 2017.

Parking Structure Update

Roger Qualman, Ross Cornelius

Roger presents an update regarding the parking structure process. Ross presents information regarding the process, including it's history. Ross indicated that it has been preferred to proceed without a change of land use zoning, given the complexity and time required for such change. Medical office use was considered as an option that would comply with current zoning regulations, although concerns arose about this use. Ross indicates that changes to the City of Portland Comprehensive Plan, consequent zoning changes are still possible. The next City Planning meeting is scheduled for October, 2017, and a proposal from Trinity is planned to be presented to the City at this meeting. Ross further reports the process of communicating with possible neighborhood stakeholders in the parking structure is being pursued, with individuals on the Parking Committee involved in this pursuit.

Next steps involve communicating with local Community Association members regarding the parking process. Ross suggests that we seek the zoning designation of CM-3, which is Commercial Mixed Use. Ross also reports that a traffic study will be necessary, as well as guidance regarding communicating with neighborhood organizations. A further need is for architectural consultation as the process moves along. Tim provides input regarding the process, including the City approval process.

Sr. Warden Report

Susan Lindauer

Susan presents a request for participation at the Legacy Fall Ball, and circulates a sign-up sheet to those present.

Employee Handbook

Katie Bronson, Mic Fleming

Please refer to Vestry packet of meeting materials pg. 25

Mic provides information regarding the updated Employee Handbook. The proposed handbook is in compliance and has been passed legal approval.

*A motion was made to approve the Employee Handbook.
The motion was seconded and the Vestry passed the motion.*

Grate Full for the Commons

Julia McCray-Goldsmith

Julia presents information regarding the annual gathering in the Fall at Trinity, now called Grate Full for the Commons, which will be September 10th. Julia states the information table regarding Ministries will be in Kempton Hall. Baked potatoes will be offered, and each of the ministry tables will be offering a (themed?) potato topping. Elaine presents suggestions regarding the proposed Vestry table at this gathering. Nathan suggests that the Vestry Table engage conversation on Currency and Campus. Barbara and Susan plan to coordinate this table presentation.

Other Reports & Commission Minutes

Commission & Committee Minutes

Please refer to Vestry packet of meeting materials pg. 58

Mission

Vision Update

Communications

Culture Task Force Update

Bonnie & Barbara

Bonnie presents information regarding the Newcomer Committee meetings, as well as the Newcomer meetings being held Sundays in the Stearns Library. Bonnie further presents information regarding newcomer orientation. Bonnie and Julia report on classes that have been completed, as well as planned future classes. Orientations are weekly on Sundays, and classes once monthly.

Bonnie reports on the Education and Pastoral Care Teams, including several committees that have been formed and others that are in the process of formation. One committee that is in formation is neighborhood groups – that are organized around pastoral care and specific needs.

Red Door Initiative Task Force

Lucy Reynolds

Lucy reports on the Red Door process – including the “First Door”, which is the ESL (English as Second Language) Program now called Listen to Learn – Opening Doors through Literacy program. A brochure is in the process of preparation. 24 Volunteers are being commissioned to engage in this tutor ministry. Sunday forums are planned for September and October regarding Radical Hospitality, with specific topics and presenters. Lucy further reports on the Wednesday night movies on the topic of Immigration.

Currency Update in September

Susan Lindauer

Susan reports a meeting is scheduled for this coming Thursday.

Continuity

Nominating Committee

Please refer to Vestry packet of meeting materials pg. 60

Susan Workman

Susan welcomes Susan Workman as chair of the nominating committee for vestry and delegates to the annual Convention. Leslie Carveth is co-chair of this committee. Four Vestry positions will be open. Those leaving the Vestry are: Fred Jeibmann, Susan Workman, Jennifer Satalino Stone and Jill Kirk. The first committee meeting is September 24th.

Questions & Concerns

Susan adjourns the meeting at 8:25 P.M.

Susan Lindauer

Respectfully Summited,

John Barnes, Clerk

Scheduled Vestry and Chapter Meetings 2017-2018

September 26

October 24 Chapter & Vestry

November 28

2018 Meetings

January 23

January 28 Annual Meeting 11:30am