

**Christ Church Cathedral
Minutes of the Vestry Meeting
January 24, 2005**

Vestry Members in attendance: Shelton Clark, Susan Dupont, Steve Ezell, Jennifer Johnston, Carroll Kimball, Joanne Knight, Jamie Kyne, Walker Mathews, Randy McCathren, Ben Page, Kay Simmons, John Stone, Katy Varney, Judy Wright. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson, Matthew Corkern. Also present: Eileen Hosking.

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, January 24, 2005. Carroll Kimball gave the meditation. Dean Kenneth Swanson called the meeting to order at 6:40 P.M.

- **Dean's Report:** No formal report. The Dean continued the discussion of proposed Diocesan Convention resolutions that were likely to be contentious at the Convention (attached at the end of the minutes).
 - **Resolution to amend Canon 23** seeks to allow individual parishes to redirect their 13% portion of the diocesan assessment that goes to the national church. This resolution would allow parishes to direct these funds to local or other national or international ministries designated by the diocese. However, it would not allow the redirection to ECUSA of the 87% assessment allocated to the diocese. It is the Dean's feeling that, if passed, such an action would destroy the diocese's relationship with ECUSA and thus he will oppose this resolution. Many parishes in the diocese have withheld all or part of their diocesan assessments in reaction to the decisions at National Convention and reactions to those decisions. This has been a financial burden for the diocese and may be one of the factors leading to the presentation of this resolution as it would encourage ultraconservative parishes to continue to contribute to the diocese. While it is possible to change diocesan canons with a simple majority vote in Convention, enforcement of these canons is not necessarily as straightforward, as demonstrated by actions of liberal parishes in the Diocese of Chicago and the withholding of assessments in Tennessee. The fabric of accountability and responsibility to ECUSA is being assailed nationally by liberals and conservatives alike. The Dean noted that several West Tennessee parishes have left ECUSA in last two months. The consensus supports the Dean's position on this resolution since, among other considerations, it violates the Cathedral's stated general principle of not allowing designation of gifts.
 - **Resolution for Nomination by Petition** would allow nominations in the Bishop election by petition or from the floor. This has been submitted by liberal priests who feel that the Nominating Committee slate is not representative of the diocese. They fear that there will be no real choice offered. This resolution may be moot as the Nominating Committee itself plans to present a procedure to nominate by petition. The Dean will support this resolution unless it becomes a moot issue.
 - **Resolution for Windsor Report Compliance** would formally commit the diocese to some of the provisions of the Windsor Report. A significant omission in the resolution is the apology and moratorium on the violation of diocesan boundaries by bishops and parishes requested by Windsor Report. The Dean, a member of the Resolutions Committee, believes this will not be accepted in its current form by the committee. This seems to be an issue of political control by the conservative faction. Other inconsistencies were noted in the resolution, i.e. the scripture quoted as the basis is not a complete quote from the Windsor Report, the wording doesn't reflect the three-part structural basis of canon law, and it is silent on restructuring of Anglican communion. The Dean estimates that ultra conservatives make up about 30% of the diocese; 70% of parishes are loyal to ECUSA, but 50% would not have voted YES/YES on the issues at National Convention in 2003. He feels that a watered down, innocuous version may come out of the Resolutions Committee. This resolution will probably cause the most debate in convention.
 - The Dean noted that **all resolutions go before the Resolutions Committee** of 8-10 members which can a.) rework, b.) vote down and not submit, or c.) recommend passage of a resolution. The most troubling resolutions may not make it through this process. Although

the convention can vote to allow consideration of resolutions that have been tabled in committee, this rarely happens.

- **Approval of Minutes**

- December minutes were approved as amended.

- **Reports from Cluster Liaisons**

- **Outreach:** Randy McCathren submitted a written report (attached). He noted the vigorous growth of outreach programs. Service Ministries will fund a parish Build-a House program. This hands-on project will build community among CCC parishioners. It is exciting to see the renaissance of this program. The sabbatical priest will be arriving on April 21. A committee is in place with the hope of lots of parish participation. The AIDS initiative/orphanage has attracted 28 people to the committee. This and the sabbatical priest program will be publicized in upcoming Dean's Forums. A mission trip is foreseen to the orphanage. The Foster Care Committee continues to meet. They would like to move forward in a less comprehensive way. Randy submitted a tentative budget for Service Ministries Committee (attached), but action was deferred to a time when the 2005 budget is finalized and the total size of the block grant can be determined.
- **Membership Care:** Susan Dupont submitted the minutes from the January Cluster meeting as well as an addendum about child care (attached). She drew attention to a significant structural change with the division of the Nurture Committee into two more manageable committees: Nurture, still chaired by Joanne Knight, and Family Life, co-chaired by Jennifer Johnston and Elizabeth Cocke.
- **Spiritual Formation:** Shelton Clark submitted a written report (attached). In addition, he gave a preliminary report on the Youth Curriculum Retreat that took place January 23-24. Twenty-five people attended both days, reflecting an excellent level of parental involvement. Judy Wright reported that all agreed on a template for 6 years of curriculum (7th – 12th grades) and identified a core curriculum. All classes will cover common segments of study at the same time – e.g. Old Testament, New Testament, stewardship, etc. – with topics planned for the whole 6-year sequence. One of goals is that this should be an integrated process incorporating recognition ceremonies at the beginning and end of this journey. No agreement on how to handle confirmation could be reached so the issue was tabled until a later date. The curriculum will be launched for grades 7-12 as a 6-year unit next fall. The Dean requested a full report with graphics for the February vestry meeting and commended Matthew Corkern for his work on this project. Matthew encouraged vestry to consider becoming "prayer partners" for youth. A goal of the new program is to match an adult with each youth as a spiritual mentor for all six years. Matthew will also prepare a report on his pilgrimage to Israel for the Dean's Forum. Joanne Knight raised a separate issue of the current lack of any sort of choir program for teens. The Dean noted that this issue continues to be considered.
- **Property and Personnel:** Eileen Hosking reported that the Cathedral is pursuing a lease of the basement of the 810 Broadway building for additional Sunday School/meeting space. The Master Plan committee estimates that no new building will be available in less than four years and has recommended that the Cathedral lease the space for four years. This is considered by the Finance Committee to be a bargain at \$30,000 a year. Work on repairing pews and kneelers continues with the addition of kneelers on side aisles yet to be implemented. She asked the vestry to inform her of any damage that may have been overlooked (work continues on the finials). A caterer has been contracted to provide food service. Will Fulcher is becoming a full-time sexton. He will work 12 hour shifts on the weekends and his main responsibilities will be cleaning the nave and other associated tasks for weddings, concerts and weekend events. We are still seeking to fill the positions of communications director, event coordinator, and additional youth minister. Ben Page reported that the exterior lighting project is waiting on designer Susan Brady's input and financial information from bids. Their next meeting is on Feb. 1, and he will have more complete information at the next Vestry meeting.

- **Finance and Stewardship:** Steve Ezell submitted a written report (attached). He brought two issues before the vestry for approval. The Finance Committee recommends placing a recently received bequest of \$15,000 in the Memorial Fund to enhance the fabric of cathedral. This was moved, seconded, and approved. The Finance Committee recommends leasing the basement of the 810 Broadway building for 4 years at a cost of \$100,000 - \$120,000 for lease and retrofitting (as also recommended by the Master Plan Committee). Approval for signing the lease was moved, seconded and approved. This new space will house teens and Family Matters in 5 conventional classrooms, an open space for 12th graders, and a separate larger space for Family Matters. Randy McCathren raised the question of how this might comply with the 75/75 use goal. Eileen Hosking noted that there is insufficient meeting space in our current building so some weekday meetings will be housed there. The Dean will entertain any good ideas for other week time uses of the new space. Carroll Kimball reported little change in the stewardship landscape; we are still \$40,000 short of projection. However, she is confident the gap will be closed as many regular pledgers representing \$100,000 have not yet pledged. A follow-up letter is being sent to 100 people with a phone call to follow.
- **Wardens' Time -** The Dean recommended that vestry retreat not be held at Rawlings again because of allergy problems on the part of several participants.
- **New Business:**
 - John Stone and Walker Mathews have been appointed members of **Cathedral Chapter**. They join Katy Varney as Senior Warden, Carroll Kimball as Junior Warden, Susan Dupont as Vestry Clerk, Bishop Herlong, the canon ordinary, a priest and layman elected by the diocese, and a priest and layman appointed by the bishop. The role of the Cathedral Chapter is to advise the Dean on how best to relate to the diocese.
 - The **Vestry Meditation schedule** was announced.
 - **Relation of vestry to committees:** In the past, the Vestry has mandated that major committees have at least two vestry members. This became cumbersome as some committees continued for years and became unwieldy as they accrued vestry members. Vestry members also seemed to assume a special oversight role for themselves. This led to micromanaging of committees by the Vestry. The current Master Plan Committee was appointed with a vestry member who has since rotated off the vestry. Discussion centered on whether to appoint current vestry members to that committee. The Dean prefers to leave the committee intact as is. The chair, Ellen Wright, is willing to come to vestry meetings as needed to keep us up to date. John Stone voiced the opinion that the importance of the committee will necessitate vestry input in the whole process so that Ellen's presence may be required at most vestry meetings. Randy McCathren suggested appointing first year members who will contract to communicate with the vestry. It was noted that there are already people on the committee who understand the communication process. Steve Ezell reported that the Master Plan committee is fully prepared to make sure communication is clear and frequent. The Dean observed that when the committee was formed, the desire was expressed not to micromanage the committee. Requiring a report every month may lead to micromanagement. He encouraged the vestry to entrust specific committees to do the work. The only appropriate role for the vestry in the Dean's opinion is to approve or not approve financial expenditures. The Dean reiterated for new members the role of the vestry as an advisory body rather than a nuts and bolts committee.
- **Old Business:**
 - **2005 Budget:** The final budget will probably not be ready until February. Some additional money enabled the restoration of some items that had been cut in the preliminary budget.
- **Key Dates:** The Dean highlighted upcoming events.
 - February 10: Nigerian Bishops preaching in Sunday liturgies.

- John Dominic Crossan & Luke Timothy Johnson will be giving back to back symposia on Paul in February. These two world-class theologians have diametrically opposed views so this is a particularly provocative pairing of educational offerings.
- Feb 18 is the next concert: Organized Rhythm, a duo of percussion and organ.

The meeting closed with a prayer by Anne Stevenson and was adjourned at 8:25 P.M.

Respectfully submitted by Susan Dupont, Clerk

Attachments and handouts:

- Vestry Agenda, January 24, 2005
- Vestry Meditation Schedule
- Minutes of Vestry Meeting, December 14, 2004
- Finance Committee Report, January 2005
- Spiritual Formation Cluster Report, January 2005
- Membership Care Cluster Report, January 2005
- Membership Care Cluster Report, December 2004
- Administrative Cluster Meeting Summary, January 2005
- Cultural Arts Committee Meeting Minutes, January 18, 2005
- Outreach Cluster Report, January 2005
- Membership Care Cluster Report Addendum, January 2005
- Final Outreach Budget – 2005
- Diocesan Convention proposed Resolution to Walk Together with the Anglican Communion by Compliance with the Windsor Report.
- Diocesan Convention proposed Resolution to Amend Canon 23 and proposed Resolution: Nomination by Petition.

**Christ Church Cathedral
Minutes of the Vestry Meeting
February 28, 2005**

Vestry Members in attendance: Hal Cato, Shelton Clark, Susan Dupont, Jennifer Johnston, Carroll Kimball, Jamie Kyne, Walker Mathews, Ben Page, John Stone, Katy Varney, Judy Wright. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson, Matthew Corkern. Also present: Eileen Hosking.

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, February 28, 2005. Ben Page gave the meditation. Dean Kenneth Swanson called the meeting to order at 7 P.M.

Dean's Report: Major issues of concern to us as a parish are how we as a Cathedral and parish fit into the current climate in ECUSA, the global communion and the diocese.

The Dean first discussed the Primates' response to the Windsor Report which he felt was badly misrepresented in the press. The Primates acknowledge that the instruments of communion had spoken clearly on the issue of homosexuality and that ECUSA acted in direct contravention of that consensus. However, they also recognize that the decisions made at National Convention were completely in accordance with church law which ensures the autonomy of the provinces. The Primates further gave specific recognition to the dignity and place of gays in the church. They also expressed reservations about the changes in structure recommended by the Windsor Report, specifically a coercive or prescriptive role for the instruments of unity. The Primates made specific recommendations: ECUSA needs to implement the recommendations prescribed in the Windsor Report (moratoriums on the consecration of non-celibate homosexuals, the blessing of same-sex unions, and the violation of episcopal boundaries). These moratoriums are essential in providing the basis for dialogue on these issues. The Primates characterize the refusal to comply as a rejection of communion, but they recognize that compliance will require time. They recommend that ECUSA and the Canadian church voluntarily recuse themselves from the Anglican Consultative Council. The dialogue will open with the opportunity for invited representatives of ECUSA to present the thinking behind the controversial decisions of General Convention (2003). In contrast, the Archbishop of Canterbury feels that apology is necessary, and he maintains that if ECUSA does not abide by the Windsor Report recommendations, it may be creating the ground itself for it to be expelled from global communion. The Dean feels that even if the House of Bishops decides to adhere to the Windsor Report prescriptions, there is a distinct possibility of renegade bishops within ECUSA refusing to follow suit. Ken noted that the next convention is in 2006 and that the House of Bishops next meets later in 2005. It is the Dean's sense that ECUSA will not put global community above the moral issues surrounding the full inclusion of gays in the life of the church.

In the diocese, consideration is being given to whether or not to join the Network, an association of dioceses under the Anglican American Council. There is a question of whether the Network is intended as a replacement jurisdiction for ECUSA and whether it may have been developed as an alternative to ECUSA as a means of staying in communion with the global church if ECUSA is expelled. As an alternate jurisdiction to ECUSA, it may function as a way for parishes leaving ECUSA to retain property. If it is conceived as an alternate jurisdiction, this seems to point toward schism. If our diocese should join the Network or the new bishop should want to leave ECUSA, the imperative for Christ Church Cathedral is deciding where we would stand. This is not only a moral decision but a question of property. Parish property has historically belonged to the diocese or the bishop. The U.S. Courts have upheld this position, but have also established precedent that ECUSA may have ultimate authority over diocesan property.

The Dean asked for and received a consensus on the need for a subcommittee to establish our legal options in these various scenarios. The Dean would like to appoint Charlie Cook, III and Sam Williamson with the remainder of the committee chosen by Charlie. The Vestry is in agreement, with the general feeling being that we need to be prepared. Carroll Kimball relayed a suggestion by former Senior Warden Tom Steele that we also look at the

definition of property (e.g. does it include endowment funds?) and who makes the decision about the course of Christ Church if schism does occur. The Dean resolved the last point immediately as being a vestry decision.

In the diocese, the Dean sees a need and an opportunity for Christ Church Cathedral to articulate our catholicity. It is vital that the Cathedral remain involved in diocesan events, e.g. the Leadership Conference on March 5 and the listening forum of the episcopal search committee on March 12 at the Cathedral where it is particularly important to have a significant voice. The position and identity of the Cathedral will be most convincingly communicated by parishioners. Of the 125 responders to the Dean's Forum questionnaire, the vast majority were moderates. About 40% were right of center, 60% left of center, and a few occupied either extreme. Our parish has become much younger and more conservative over the last several years, and we are now a parish reflecting the whole spectrum of thought in the Episcopal Church. Geoffrey Butcher will create a calendar of diocesan events to facilitate vestry participation in diocesan lay events. Carroll Kimball noted that it is important not to base our identity around the one issue of consecration of gays.

The Dean announced that Anne Stevenson has been asked by Bishop Herlong to serve on the Dandridge Trust.

- **Approval of Minutes** – Approved as submitted.
- **Vestry Time: Reports from Cluster Liaisons**
 - **Outreach:** In his absence, Randy McCathren submitted written reports (attached). Approval of the Service Ministries budget was deferred until next month when the 2005 budget is final.
 - **Membership Care:** Susan Dupont submitted a written report (attached). She highlighted the successful Women's Retreat and held up the newly formed Family Life listserve as a model of good committee functioning that might be adopted by other committees.
 - **Spiritual Formation:** Shelton Clark submitted a written report (attached).
 - **Property and Personnel:** Eileen Hosking announced that Linda Curty has begun work as Events Coordinator and Communications Director. Leatherwood has finished the repair work in the sanctuary on the pews and furniture. They repaired all damage and ensured that all pews now have pew ends and kneelers. The lighting project headed by Ben Page has received approval from the Fabric and Design Committee. City permission is still needed to install two light poles on the sidewalks on Broadway which would hold banners as well as lights. Katy Varney volunteered to assist in getting this item through City Council. The new lighting will illuminate the tower, the south facade, and the west side of the Cathedral at a total cost of \$87,000. These funds come from the remaining funds of the last Capital Campaign. The ongoing monthly cost of operating the lights is unclear with one projection being \$100 which Eileen considers too low. A resolution was made and seconded to approve the funding. Discussion centered on the presentation of the project to the parish and the importance of describing it as the completion of a planned capital campaign project. Ben Page agreed to write up a description of the project for inclusion in the Cornerstone. The resolution for funding passed unanimously
 - **Finance and Stewardship:** Carroll Kimball reported on Stewardship and on Finance in Steve Ezell's absence. (Reports attached.) Pledges have now exceeded the projected budget by about \$25,000. Verbal commitment has been received on a further \$10,000, but the stewardship campaign is essentially complete. A resolution was presented to authorize endorsement of donated stock certificates. It read as follows:
 - Be it resolved that the Cathedral Executive Administrator, the Cathedral Accountant and the Cathedral Finance Board Chairperson are hereby authorized to sell, assign and endorse for transfer, certificates representing

stocks, bonds, or other securities now registered or hereafter registered in the name of Christ Church Cathedral.

This would more readily allow the immediate liquidation of donated stock certificates. This was seconded and passed unanimously. Eileen Hosking announced that the official tax exemption on the parking lots reflected the paid usage five days a week: 67% non-exempt, 33% exempt.

- **Wardens' Time:** Katy Varney asked that each vestry member remit \$47.50 to pay for the Vestry Retreat.
- **New Business:**
 - Hal Cato and Matthew Corkern will have a report on the Youth Ministry Visioning next Monday for presentation at the next vestry meeting.
 - The publishers, Booksmith Group, are creating a book on worshipping spaces in Nashville. CCC will be included in the book. Booksmith is requesting permission to advertise to the parish by direct mail. In return, they are willing to put Christ Church Cathedral on the cover, beneficial PR for the Cathedral. The consensus was that we should not give them our mailing list, but should offer to disseminate the information on the book to the parish ourselves. The Dean will negotiate with them further.
 - The annual Parochial Report (attached) was submitted for and received unanimous approval. It reflects growth in the parish with a good ratio of baptisms to burials. Carroll Kimball suggested taking some significant statistics and publicizing these to give the parish an updated picture of the state of the parish.
- **Old Business:** No Old Business

The meeting closed with a prayer by Geoffrey Butcher and was adjourned at 8:25 P.M.

Respectfully submitted by Susan Dupont, Clerk

Attachments:

- Vestry Agenda, February 28, 2005
- The Dean's Report, February 2005
- Vestry Meeting Minutes January 24, 2005
- Outreach Report
- Report to the Committee for AIDS-Africa Orphanage
- AIDS Orphanage Fact Sheet
- Environmental Ministry Feb 05 Report
- Final Service Ministries Budget – 2005
- Cultural Arts Committee Report
- Membership Care Report
- Spiritual Formation Report
- Finance Committee Report
- Membership and Finance Information for 2004 Parochial Report

**Christ Church Cathedral
Minutes of the Vestry Meeting
March 28, 2005**

Vestry Members in attendance: Hal Cato, Shelton Clark, Susan Dupont, Steve Ezell, Jennifer Johnston, Carroll Kimball, Joanne Knight, Jamie Kyne, Randy McCathren, Ben Page, Kay Simmons, Katy Varney, Judy Wright. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson, Matthew Corkern. Also present: Eileen Hosking.

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, March 28, 2005. Kay Simmons gave the meditation. Dean Kenneth Swanson called the meeting to order at 6:45 PM.

- **Dean's Report:** The Dean reflected on Holy Week, noting that attendance was down only 140 from 2004 despite public and private schools' spring break. Surprisingly, most of the dip occurred at the 11:15 service.

Special fundraising continues to be a concern to the Dean. He has recently had two clearly articulated requests related to Youth and to the Umzinyathi Orphanage. A related issue concerns the listing of donors for flowers, music, and Friends of Christ Church Cathedral (FOCCC). The Dean is concerned with lack of consistency and requested the Vestry to formulate a consistent policy. The ensuing discussion revealed a lack of consensus. The previous criterion established by the Vestry is that contributions not influence policy. The Vestry must retain control of the budget. Another valid concern is that special contributions not affect stewardship. A question was raised: Are memorial gifts mostly token amounts that do not have an impact on stewardship or do they detract from pledges? Another concern raised was that the parish not be overburdened with solicitations for special fundraising. It was pointed out that the Friends of Christ Church Cathedral was established to provide a donation mechanism for non-parishioners. Jamie Kyne suggested that some flexibility is a virtue and that since the Vestry function is to administer financial matters, Ken's dilemma of adjudicating requests could be addressed by bringing special fundraising requests before the Vestry. Some precedent has been set of the Vestry judging requests on the basis of whether they build community or further ministry. The Dean would like to see a more consistent policy established. Carol Kimball suggested that fundraising be vetted as a part of the budget process. The Youth Talent Show and Friends of Christ Church Cathedral are included in the budget process as of this year.

A related, but separate issue of acknowledging donors sparked lively debate. Ken expressed his concern with naming Friends in concert programs, especially as some of them are parishioners. To be consistent in policy, naming donors of memorial gifts for flowers, music, or the memorial fund would also need to be eliminated. One alternative to listing names in bulletins would be to enhance our written acknowledgment of gifts. Jennifer Johnston feels that there is a sense of community found in the parish knowledge of memorial gifts, especially if giving is going through the budget and we are encouraging stewardship. One solution suggested was to remove donors' names from memorial gifts. There is a perennial tension in what motivates people to give – one aspiration would be that all giving is rational and goes through budget but this is held in tension with more emotional giving in response to a particular need or to youth enthusiasm or to the desire to publicly remember or honor. The suggestion was made that we should maintain a balance between these types of giving and be very circumspect about adding new things. No consensus was reached. The Dean will work out a policy statement and circulate it by email for further comment.*

***N.B.** A correction of substance has been suggested which would replace the last two sentences above with the following: "A consensus was reached that the name of Friends not be included in concert programs. The Dean will work out a policy statement incorporating that principle and addressing the more general issues and circulate it by email for further comment."

The Vestry needs to address this discrepancy of what occurred in the Minutes approval process at the next meeting.

- **Approval of Minutes** – The February minutes were approved as submitted.
- **Vestry Time: Reports from Cluster Liaisons**
 - **Outreach:** Randy McCathren submitted a written report (attached). South African AIDS Orphanage project has received 1st quarter funding. It was the subject of a very successful Dean's Forum presentation. Susan Davenport is coordinating a summer mission trip to Durban to visit the orphanage. Presidency of Amistad Board has moved from Joanne Knight to Ken Swanson. The American and Bolivian boards have been merged with new accountability. A new executive director is being sought to provide better communication between the Bolivian and American arms of Amistad. The Annual Budget is still not final, but approval of the submitted Outreach budget was requested. This was moved and seconded. In the discussion, a question was raised as to why St. Luke's was allotted \$25,000 when they only requested \$24,000. This is an attempt to address the anticipated loss of support from other diocesan churches with budget problems. Carol Kimball expressed the opinion that it is inappropriate to over-fund one organization and under-fund others. Randy responded that the organizations' requests tend to be either conservative or liberal. The committee also may feel that funds are better used by some agencies than by others or wish to make a gesture of confidence in a service organization. The question about who is funded and how is entrusted to the due diligence of the committees which carefully vet the agencies and establish priorities. It was suggested that parishioners with inquiries about Outreach funding be directed to the brochure published describing all the supported agencies. This might also be appropriate to announce from the chancel steps. It was noted that \$10,891 remains in the Opportunity Fund of the Service Ministries budget to address unanticipated needs that arise during the year. Global Ministries also has reserved \$8840. Anne Granbery, in response to a South African outreach program of teenagers to AIDS orphans that she visited, has formulated a proposal to create a youth liaison to those teenagers. The Outreach committee will make that decision. The budgets were unanimously approved as submitted.
 - **Membership Care:** Susan Dupont had no report.
 - **Spiritual Formation:** Shelton Clark submitted a written report (attached).
 - **Property and Personnel:** Eileen Hosking reported no change from last month. Judy Wright suggested that a letter be sent to the parish to let people know about new personnel since many people miss the introduction within the Sunday liturgies. It was questioned whether this merited the cost of a mailing.
 - **Finance and Stewardship:** Steve Ezell submitted a written report (attached). The Finance Committee recommends approval of obtaining a credit card with a limit of \$5000 for use by the Cathedral Administrator exclusively for purchases related to the operation of the Cathedral and already approved in the operating or capital budget. This was moved and seconded. In response to a suggestion, Eileen will investigate whether a corporate card can get air miles. The motion was unanimously approved. The Master Plan Committee has some question about whether the \$30,000 in early gifts to the Capital Campaign is appropriate to use for what is essentially a visioning process. The Master Plan Committee will come back with a budget and a new funding source. Carroll Kimball reported on Stewardship that pledges are currently at \$1,910,000 and still coming in: \$10,000 arrived this week and a \$10,000 verbal pledge is still outstanding. This means that there will be some wiggle room in the budget. Steve Ezell pointed out that last year, pledges were in excess of the budget by \$30,000 but the actual yield was \$3,000 under our discounted budget. It was plate money and a big bump in endowment that actually gave us a cushion. He cautioned against being too hasty in allocating the extra pledge income.

- **Wardens' Time:** Katy Varney reminded Vestry members to pay for the retreat.
- **New Business:**
 - A report on the **Youth Visioning** was presented by Hal Cato on behalf of the committee: Daniel Ray, Monica Urness, Mary Thorstad, Lou Ann Brown, Judy Wright, Anne Byrne, and Hal Cato. Together with Youth Ministry Architects Mark DeVries and Jeff Dunn-Rankin, they have designed an intentional and integrated program for youth from 7th grade to 12th grade that builds on previous levels. The Mission statement reads:

The youth ministry of Christ Church Cathedral provides a loving community that leads and supports youth on their Christian journeys and inspires youth service to God and others.

Core competencies, comprised of core understandings, core attitudes, and core practices, form the basis for designing a Curriculum Template that lays out five areas with a different emphasis for each year in a six-year cycle. An important component is teaching about stewardship. Confirmation was a hot button topic. The decision was made to follow a Catechumenate process in the 11th grade that will educate, but leave the decision to undergo confirmation up to the individual. This will allow confirmation in a subsequent year because the education process was completed. Workbooks and notebooks of existing proven curriculum are currently being compiled for the teachers. Matthew Corkern is responsible for designing specific age-appropriate lessons for each grade. All grades will have a mission trip or pilgrimage at the end of their year. The program will be introduced in the fall. Eighteen teachers are needed. Matthew asked the Vestry to become prayer partners/confirmation sponsors. The goal is to have a 1:5 ratio of adult participation. On April 20, 6-9 pm, Mark DeVries & Jeff Dunn-Rankin of Youth Ministry Architects will present the program at a kick-off dinner for parents of youth, grades 6-12. Over the next couple of months, Matthew Corkern will be having small group sessions with parents in the actual instruction rooms. There will be a formal kick-off in the fall to the whole parish. The following Youth Ministry materials were submitted to the Vestry: Core Competencies, Content topics for 6 Years, Curriculum Template, the 2005-2006 Sunday School Schedule, the Summer Mission & Pilgrimage Schedule, and the Three Year Plan of Goals in the areas of Participation, Programs & Spiritual Nature, Service to Church, and Service to Community (attached). Matthew acknowledged Hal Cato's work and leadership in this process. The Vestry expressed its appreciation for the excellent work of the committee.
 - On April 21, the Molipas, the new sabbatical priest and his family will be arriving. The Vestry was asked to welcome them and initiate face-to-face social contact.
 - The Vestry was reminded of the upcoming Benefit Concert for Friends of CCC generously donated by Riders In The Sky.
- **Old Business:** There was no old business.
- **Key Dates:** See the attached agenda.

The meeting closed with a prayer by Anne Stevenson and was adjourned at 8:35 P.M.

Respectfully submitted by Susan Dupont, Clerk

Attachments and handouts:

- Vestry Agenda, March 28, 2005
- The Dean's Report, March 2005
- Minutes of the Vestry Meeting, February 28, 2005
- Outreach Report March 2005

- Outreach Budget
- Global Mission Budget 2005 and Narrative
- Services Ministries Budget 2005
- Social Action Budget 2005
- Spiritual Formation Report March 2005
- Finance Committee Report March 2005
- Youth Ministry Materials: Core Competencies, Content topics for 6 Years, Curriculum Template, the 2005-2006 Sunday School Schedule, the Summer Mission & Pilgrimage Schedule, and the Three Year Plan of Goals in the areas of Participation, Programs & Spiritual Nature, Service to Church, and Service to Community

**Christ Church Cathedral
Minutes of the April Vestry Meeting
May 3, 2005**

Vestry Members in attendance: Shelton Clark, Steve Ezell, Jennifer Johnston, Carroll Kimball, Joanne Knight, Jamie Kyne, Walker Matthews, Randy McCathren, Ben Page, Kay Simmons, John Stone, Katy Varney, Judy Wright. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson. Also present: Ellen Wright and Eileen Hosking.

The Vestry of Christ Church Cathedral held its rescheduled April meeting on Tuesday, May 3, 2005. Jennifer Johnston gave the meditation. Dean Kenneth Swanson called the meeting to order at 6:35 PM.

Dean's Report: The Dean invited Ellen Wright, master plan committee chair, to report on the committee's work. Ellen was appointed by Ken in spring 2004 to head and form a new master plan committee to follow up on the design and build committee of 1998. Ellen reminded the vestry of the work completed under the 1998 committee and subsequent Capital Campaign, which included purchase of the Lively-Fulcher organ and related renovation, the Hathcock building purchase and teardown, restoration of stained glass and exterior stone, and bathroom renovation. The new master plan committee was asked to build on the previous work. Ellen listed the names of the current committee, in addition to herself: Rob Barrick, who will chair implementation, Frannie Corzine, David Fox, Eileen Hosking, Mark Kelly, Bob Smyth (Fabric and Design chair), Tom Steele (who will chair the future capital campaign), and Richard Treadway. She thanked them for their dedication and talent, and gave a brief summary of their work since an initial meeting in May 2004.

During fall 2004 meetings, they discussed the scope of the Cathedral's needs, developed a mission statement, and in November held an open forum for all parishioners to voice needs and suggestions. The open forum results were posted on the Cathedral web site. The committee then drafted a letter to 28 architectural firms, and 25 sent portfolios. Five of those firms were local, three from Tennessee, and 17 were from out of state. The committee developed a checklist for evaluating the firms, which included capabilities of the firm, design ability, quality of construction, relevant experience, and level of interest. Randy McCathren asked whether cost was considered, and Ellen replied, "Not at this point." She said initially the committee was focused on finding the best firm. Six firms were short-listed. Those are listed on the Cathedral web site. Of those six, one firm dropped out of the process. The committee then developed a list of questions to ask the firms' references. After interviewing the five short-listed firms, the committee met three times to decide which firm best met the Cathedral's needs. The committee's recommendation was Hammond, Beeby, Rupert, Ainge Inc., Architects, of Chicago.

Ellen said the firm's selection was based on its background in historic preservation as well as its body of relevant and similar projects. The committee liked the contextual quality of the work, illustrations of seamless design with existing buildings, and the fact that the firm seemed to have good rapport with former clients, Ellen said. They also were impressed with the firm's ability to tackle difficult architectural problems and come up with good solutions, she said, and their capabilities of managing environmentally conscious design. Dennis Rupert, a partner, would manage the project. Ellen said the firm is medium-sized with a fee structure in line with the other four firms considered.

A six-month plan was formulated by the committee, Ellen said. The schedule would include a building conditions assessment and conclude with a final master plan report at the end of 2005. Ellen explained that the building conditions assessment would project long-term historic maintenance needs of the existing buildings. The firm would also create an emergent needs list to be accomplished before phase one would begin. The estimated cost would be \$100,000, including \$20,000 for the building conditions assessment, and excluding costs for consultants (such as mechanicals, engineering, and plumbing).

In response to a question from Randy McCathren, Ellen said the firm was willing to enter into a not-to-exceed contract. Walker Matthews asked about the building conditions assessment. Eileen Hosking said the committee, at her urging, wanted to do more than anticipate codes and accessibility problems that might occur. For example, a support structure in the Nave was found to be rotting and she would like a better picture of future capital maintenance needs. Walker asked what the committee is defining master planning to be. Ellen said the firm would be asked to project into the next 30 years, not just how the current building would be used but the best use of all existing property knowing that there is no guarantee of acquiring additional adjacent properties at reasonable prices. She noted that the committee hoped to

anticipate future needs. Randy asked how the committee's work would overlap with a capital campaign. Ellen said the Capital Campaign would conceivably kick off in Fall 06. "Our committee hopes that our relationship with this firm will be cordial enough that when we're ready to implement, they'll be on board," Ellen said. She also said the committee and the recommended firm is willing to work with local firms to make the project more economically feasible.

Ellen then asked the vestry to give permission to the master plan committee to hire the firm. Ben Page made the motion, seconded by Carroll Kimball, and the motion passed. Steve Ezell then presented two motions from the finance committee: One, that the staff benefits fund be merged with the Memorial Fund. Second, that the funds to hire the firm be derived from several sources: the 10 percent Fund (\$20,000); the residual monies from the last Capital Campaign (about \$20,000); half of the merged Memorial Fund (about \$50,000), and about \$30,000 from the Endowment. Those two motions also passed. Steve noted that the \$120,000 gleaned from the above sources was more than the \$100,000 mentioned to complete the master plan but allowed for outside consultations if needed. The firm still will be hired for a not-to-exceed amount of \$100,000.

Jamie Kyne asked how often the endowment is used for such purposes. Ken said the endowment is not often tapped but was used in the early 90s to cover budget deficits. Walker said he was impressed by the committee's broad visionary reach and commended the master plan committee's work so far. Ellen said the firm would be contacted the next day. (The firm has since been contacted and hired).

In addition:

- Ken, who had just returned from Bolivia, commented on the complete restructuring of the Amistad Mission. He said nine candidates were interviewed and two finalists selected for the director position. The dean also met with the new advisory board and with the staff.
- JoAnne Knight, as a member of the Amistad board, commended outgoing board member Randy McCathren on his work with the mission. She presented Randy with a plaque and with a resolution from the board thanking him for his service.
 - Ben Page asked whether it was possible to invite one of the children from the Amistad Mission to come to the Cathedral. Ken said that had been considered but there were several barriers, including language and the desire to treat all of the children equally.
- The dean commented on the policy discussion from the previous meeting regarding special designations for monetary gifts. He said he wanted to move toward Jamie Kyne's notion of holding in tension the special giving on behalf of Friends, memorial gifts, and youth, as well as other special giving, with the desire to encourage movement of all future stewardship giving into the budget, knowing that there will always be special cases to consider. The dean noted that, "We do a lot of special fundraising that enhances our life together I felt the vestry had a comfort level with my freedom to make decisions on a case by case basis. I will continue to bring vexing issues to the vestry." Randy McCathren said he would like the vestry to be informed not just on vexing issues but on all special fundraising issues and gifts. The dean then mentioned two special gifts of note, a foundation gift to the music program, and a gift to help fund a female youth minister. The Cathedral already had planned to hire a full-time female youth minister in September, the dean said.
- **Approval of Minutes** – The March minutes were approved as submitted.
- **Vestry Time: Reports from Cluster Liaisons (see attached written reports)**
 - **Outreach:** The Molipa family has arrived. They are getting settled and adjusting well to life in Nashville.
 - **Membership Care:** Refer to written report. Jennifer Johnston asked about progress toward including more familiar hymns during the 8:30 Communion, a recommendation from the Family Life Committee. The dean said that after a meeting among clergy and music staff, a list of songs had been compiled and that a special announcement on the subject was

forthcoming at Pentecost. The youth choir will make a CD of the songs, and the CD's release may coincide with the fall stewardship campaign. The Clark and Hinman families were commended for their work chairing Parish Weekend Away in April, which was well-attended and successful.

- **Spiritual Formation:** Shelton Clark submitted a written report (attached).
- **Property and Personnel:** Eileen Hosking reported that one additional staff member had been added to the Toddler House, bringing the total to three. She also said Linda Curty had joined the staff as communications coordinator and that the transition had gone very well. Regarding property, Eileen said the lighting additions to the façade of the building were going well. She said there had been some roofing issues. The Cathedral also is continuing to replace old carpet. Eileen reported that the four-year lease on the 810 building was ready to be signed. The lease will cost \$3,613 a month and the amount will not change over the life of the lease. She noted that the leased space will be renovated by the owner and will provide six additional classrooms for use by the youth program and Christian Education for grades 7 through 12. Eileen noted that the money for the lease already was in the budget so vestry approval was not needed.
- **Finance and Stewardship:** Refer to written report. Steve Ezell noted that year-to-date operating expenses were higher than expected and that collections at the offertory were down, but not by a significant amount, possibly related to higher stewardship pledges. In addition, medical benefit expenses for staff have increased. However, Steve said he was confident that as pledges come in, "we'll be OK."
- **Wardens' Time:** No report.
- **New Business:**
 - JoAnne Knight suggested that the Cathedral investigate the purchase of a defibrillator. The dean asked Canon Geoffrey Butcher to look into the possibility and then refer the matter to the Membership Care Cluster.
- **Old Business:** There was no old business.
- **Key Dates:** See the attached agenda.

The meeting closed with a prayer by Geoffrey Butcher and was adjourned at 8:15 P.M.

Respectfully submitted by Jennifer Johnston

Attachments and handouts:

CCC Master Planning Schedule
March 05 Budgeted Income
March 05 Balance Sheet
Vestry Agenda April 05
Dean's Report April 05
March 05 Minutes
April 25 Catechists' Meeting Minutes
Adult Education
Cluster Reports: Finance, Outreach, Membership Care, Spiritual Formation

**Christ Church Cathedral
Minutes of the Vestry Meeting
May 23, 2005**

Vestry Members in attendance: Hal Cato, Shelton Clark, Susan Dupont, Steve Ezell, Jennifer Johnston, Carroll Kimball, Joanne Knight, Jamie Kyne, Walker Mathews, Randy McCathren, Ben Page, Kay Simmons, John Stone. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson, Matthew Corkern. Also present: Eileen Hosking.

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, May 23, 2005. Susan Dupont gave the meditation. Dean Kenneth Swanson called the meeting to order at 6:35 PM.

- **Dean's Report:** The main issue for discussion was the articulation of our identity as a "catholic," all-encompassing community so that every active parishioner would be able to express who we are. The Dean raised several key questions. What does it mean to be a catholic community? How do we respond to requests from the sometimes very different viewpoints represented here? And how do we respond to complaints about speakers that represent particular points of view?

The dean feels a strong imperative to present a unified vision that we are comfortable with. Randy McCathren asked whether catholicity includes pluralism. The Dean responded that "catholic" means that we are committed to welcoming everyone and to giving everyone a voice. We wish to recognize ourselves as broadly as possible. The Cathedral is, in a descending hierarchy, a parish, the center of the diocese, and a sacred space for the city. While the bishop strongly supports the concept of the Cathedral as the center of the diocese, there is tremendous pressure against the diocesan identity by conservatives in the diocese. There is a perception of us as a radical hotbed (proof of which to them was the lecture of John Dominic Crossan). The difficult reality is that it is hard to be a diocesan center with those issues.

The Dean requested guidance on dealing with polarizing events/ministries. He cited as an example a request to involve the Cathedral as a sponsor of a letter of protest being planned for the upcoming G8 Summit that will call on the first world to give more aid to the third world. However, there is no consensus on the best way to help the third world. There are articulate and committed voices on each side that are represented in the parish. What is an appropriate way to respond – do we take part, do we set up forums to discuss this? How do we maintain catholicity in our community and respond to these requests. Jamie Kyne observed that it is key to find the common ground - in this case, a genuine concern for the welfare of the Third World - and then conduct discussion while maintaining the creative tension between the differing viewpoints. There is a critical need to have a facilitator who can maintain the center and not let the discussion divide and alienate people. The problem of our relation as a Cathedral to parishes in the diocese seems to be grounded in a self-exclusion on the part of some conservative parishes from an acceptance of a catholic identity. We are capable of presenting both sides of an issue impartially within parish, but not necessarily out in the diocese. The question is whether this is possible at all – the very request to thoughtfully weigh differing viewpoints may be anathema to fundamentalists who see that as a betrayal of the authority of the church.

It was decided that there is a need to rewrite the web site text describing the Cathedral to better reflect our identity. Joanne Knight made the suggestion that the mission statement appear in each bulletin so that it becomes completely familiar to parishioners.

Jamie Kyne observed that there is an inherent limitation to written descriptions. The strength of CCC is the diversity of voices that are represented here and that multiplicity is impossible to capture in a written statement.

It was agreed that the Cathedral Chapter recommendation for small lunches of bishop, Cathedral clergy and diocesan clergy may help forge and repair relationships within the diocese. It was also agreed that it is important to continue to present things in

the Cathedral program that reflect our commitment to catholicity. The mission statement should be periodically reviewed to crosscheck it with reality.

John Stone noted that we need to maintain a hierarchy of loyalties in our decisions: first to the parish, second to the diocese, and third as sacred space to the city. We also need to remain consistent with our faith in what we embrace. "One Holy, Catholic Church" means different things to different people. "Catholic" can mean orthodox or inclusivity and diversity. Indeed the Cathedral is viewed by some in the diocese as unorthodox, but it is significant that some conservative clergy are coming to listen and to share. Just last week, three liturgies were celebrated at the Cathedral for the "Emerging Church" a national non-denominational conference of conservatives from all over the country. A suggestion was made to pursue joint programs with other parishes not only in our space but out in other parishes. This is made a little complex by our past history of lackluster participation in diocesan events, often because we had better resources and tended to be sufficient unto ourselves. Clearly we need to continue to seek and nurture relationships with disaffected parishes and clergy. It may be a long process.

- **Approval of Minutes** – The April Meeting minutes were approved as submitted. Jennifer Johnston was commended for her excellent substitution for the Clerk.
- **Vestry Time: Reports from Cluster Liaisons**
 - **Outreach:** Randy McCathren submitted written reports (attached). He reported that nine parishioners have committed to the Umzinyathi AIDS orphanage mission trip. The organizer is trying to set up a visit to another episcopal orphanage in Durban while they are there.
 - **Membership Care:** Susan Dupont submitted a written report (attached) with no further comments.
 - **Spiritual Formation:** Shelton Clark submitted a written report. Hal Cato was commended for his leadership in the Youth Program design. Youth Sunday and Café Cathedral were both excellently presented and reflect the talent and commitment of our youth.
 - **Property and Personnel:** Eileen Hosking reported that Sexton Norman Washington will be leaving to move back to Indiana. The property will be actively worked on over the summer with window washing, the completion of laying the new carpeting, the installation of the new exterior lighting and a new coat of paint for Cheek Hall.
 - **Finance and Stewardship:** Steve Ezell did not elaborate on his written report. Carroll Kimball reported that new pledges are still coming in, but otherwise had no updates on stewardship
- **Wardens' Time:** No business.
- **New Business:** None
- **Old Business:** The Dean reported the busiest May ever with The Nashville School of the Arts concert, Café Cathedral, the Pentecost Newcomers' reception, the "Emerging Church" conference activities, and other events. Randy McCathren raised the question of why the summer services are scheduled for 8 and 10 AM. He made the suggestion that they be 8:30 and 10:30 AM as more family friendly. The Dean will take this under advisement.

Key Dates: June 3rd: First Friday, 6pm.
June 12th: Taize Service, 6pm.
June 27th: Next Vestry Meeting

The meeting closed with a prayer by Anne Stevenson and was adjourned at 7:38 PM

Respectfully submitted by Susan Dupont, Clerk

Attachments and handouts:

- Vestry Agenda, May 23, 2005
- The Dean's Report, May 2005
- Minutes of April Vestry Meeting, May 3, 2005
- Outreach Report, May 2005
 - Environmental Ministries Report
 - Umzinyathi Orphanage Report
 - Amistad Report
 - Cultural Arts Committee Report
- Membership Care Cluster Meeting Report, May 2005
 - Cathedral Guides Report
- Spiritual Formation Report, May 2005
 - CCC Youth Vision Report
- Finance Report, May 2005

**Christ Church Cathedral
Minutes of the Vestry Meeting
June 27, 2005**

Vestry Members in attendance: Hal Cato, Shelton Clark, Susan Dupont, Steve Ezell, Jennifer Johnston, Carroll Kimball, Joanne Knight, Jamie Kyne, Ben Page, John Stone, Katy Varney, Judy Wright. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson. Also present: Eileen Hosking.

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, June 27, 2005. Joanne Knight gave the meditation. Dean Kenneth Swanson called the meeting to order at 6:35 pm.

- **Dean's Report:** The Dean put out for discussion the issue of budget variances, how they should be handled and by whom. Currently there are a number of requests for budget variance reflecting unforeseen expansion in programs and unforeseen expenses with approved programs. One factor contributing to this is the difficulty of planning for the January to January fiscal year when the program year really runs September to May. The current requests are for a second youth minister, for additional funds to finish up the development of the new youth program under the leadership of Youth Ministries Architects, and funds to underwrite a more substantial program for the established Young Adults group in the fall.

The Dean explained that when he is presented with a budget variance request that he doesn't support, the variance request stops there. The Dean favors a procedure whereby requests that he supports would next come to the Vestry for approval since these are policy and programming decisions. If the Vestry recommends the variance, it would then proceed to the Finance Committee which then makes a recommendation as to the financial feasibility of the request. Steve Ezell clarified that the Finance Committee feels that their sole role is to find where the money is to come from; giving guidance to the Vestry but not making a program decision. Carroll Kimball added that an additional Finance Committee role is to help the Vestry and the clergy understand the present and future ramifications of these requests.

The Vestry consensus was to follow the procedure outlined by the Dean, i.e. that the Vestry deliberates and recommends any budget changes to the Finance Committee.

In regard to the particular variance issues noted above:

- The Finance Committee has already identified monies to fund a second youth minister so he/she can be in place for the kick-off of the youth program in the fall (see Finance Committee recommendation below).
 - Youth Ministries Architects put in more time than was budgeted for. Other ancillary expenses (meals, etc.) contributed to a \$4000 overage. The Youth Ministry Committee is also requesting \$2000 to contract with YMA through the fall to get the program started off on the right foot. It was also noted that a small amount might be included in next year's budget to enable occasional consultation with YMA as needed. Hal Cato made a motion to ask the Finance Committee for \$6000 to fund the above expenses. This was seconded and unanimously approved.
 - The Young Adults group has submitted their first request for funding in order to fund childcare and outside speakers for their monthly meetings and to underwrite a fall retreat. The Dean noted that there has been enormous growth of the under-35 population at the Cathedral, and there is a need to foster and honor this growth. The Young Adult group is well led and dynamic with regular attendance of 40-50. He also noted that this was a modest request. He expects that the retreats will become self-supporting with time. A motion was made to approve the \$5400 request and ask the Finance Committee to see if it is feasible. This was seconded and unanimously approved.
- **Approval of Minutes** – The May minutes were approved as submitted.

- **Vestry Time:** Reports from Cluster Liaisons
 - **Outreach:** Randy McCathren had submitted a written report on Global Missions.
 - **Membership Care:** Susan Dupont submitted a written report.
 - **Spiritual Formation:** Shelton Clark had no report this month.
 - **Property and Personnel:** Eileen Hosking reported that Carol Boden who is the Account Administrator and receptionist will be moving in mid August to North Carolina to be closer to her children. That position is available with a salary in the low 20s. Eileen also announced that the Communications Director/Events Coordinator, Linda Curty, had resigned. This full-time position will be split into two positions: a fulltime Event Coordinator, and a part-time Communications Coordinator. Since the Event Coordinator is a less skilled position, the salary offered can be lower than what was paid to Linda as the Communications Director/Events Coordinator. This will allow a more realistic financial package for the more skilled but part-time position in communications without increasing the overall investment. Jennifer Johnston remarked that both positions are really fulltime. In response to the question of whether an Events Coordinator was really necessary, Eileen responded that the scope of events at the Cathedral had grown beyond the capacity of volunteers. She also noted that volunteers are not always reliable.

Further personnel changes include the departure of sexton Norman Washington and the hiring of James Williams as part-time sexton, moving into fulltime in September. That will bring us up to the full complement of sextons by fall.

The exterior lighting project is well underway. The two banner poles planned for the Broadway sidewalk require a variance from the city for encroachment on public property. The Vestry is required to assume responsibility/liability for these poles. We agree to indemnify the city if they are sued because of the poles. The present Cathedral insurance is sufficient to cover that liability. A resolution was made, seconded and approved to accept the license agreement for private encroachments into the public right of way (attached).

Improvements to the interior continue. The ceiling on the second floor has been ripped out and will be replaced next week. Painting is underway in Cheek Hall. New carpeting starts tomorrow, and part of the roof to be replaced soon. Some second hand furniture has been purchased for 810 Building space.
 - **Finance and Stewardship:** Steve Ezell submitted a written report (attached). This reflects a consistent drop in weekly offerings. The Finance committee is recommending a budget amendment of \$19,500 in order to hire an additional youth minister. The ongoing yearly cost in subsequent budgets will be \$110,000-115,000 from the additions this year. Stewardship momentum looks positive but we need to keep these recurring increases in mind. A motion was made and seconded to approve the budget amendment for the Youth Minister hire. A second recommendation from the Finance Committee concerns furnishings for the 810 Building. Eileen estimated the need on a worst case scenario of 6 classrooms. Finance recommended that up to \$30,000 from the Memorial Fund be used for this purpose if needed. A resolution was moved, seconded and passed unanimously. Steve reported that an additional \$50,000 has been received from the Wade Foundation. This is a family foundation of the former owners of the Wade Building that we purchased. They have been contributing back the purchase price in the form of donations which go to pay down the debt. Carroll Kimball reported that the Stewardship co-chairs, Jay Graves & Caroll, have begun work on the 2006 campaign. They will continue with the successful strategy of the Dean meeting individually with parishioners. Jay brings a fresh vision and prodigious skills in the IT area. It is expected that he will be able to appeal to a younger demographic.
- **Wardens' Time:** No business.

- **New Business:**
 Jamie Kyne called our attention to the document published the previous week by ECUSA which is titled "To Set Our Hope on Christ." This addresses the question posed by the Windsor Report as to how a person in a committed same sex union could serve the flock of Christ and can be found on the website www.anglicanlistening.org. Jamie also distributed copies of the address of the Archbishop of Canterbury Rowan Williams to the Anglican Consultative Council which responded to the ECUSA document. The Dean commented that our local response has been to step back to the basics of who we are. Joanne Knight suggested that we build vestry to vestry relationships. Katy Varney suggested inviting another vestry to a meal without an agenda. The Dean raised the question of whether there is a goal that can be accomplished with that beyond fellowship. It was suggested that we might focus around an apolitical outreach project. The Dean expressed his discomfort with the recent event of the Continuing Episcopalians which he felt was polarizing. That event was permitted space as it was organized by parishioners, but was not given Cathedral sponsorship. The Dean felt that the boundaries that were established to separate the event from the Cathedral were stretched. Our basic principle is to be a place where everyone is heard. Katy Varney commented that it is not necessarily bad to host polarizing groups if we do so even handedly. We would like a strategy that would make conservatives comfortable in coming to the Cathedral. Should we host the Anglican Network? What are our guidelines of acceptable groups? Should we specifically invite groups?
- **Old Business:** Joanne Knight asked whether there had been follow-up on revising the description of the Cathedral on the website.

- **Key Dates:**

| | |
|---------|--------------|
| July 1 | First Friday |
| July 10 | Taize |

The meeting closed with a prayer by Anne Stevenson and was adjourned at 8:15 P.M.

Respectfully submitted by Susan Dupont, Clerk

Attachments and handouts:

- The Dean's Report, June 2005
- Minutes May 23, 2005
- Global Missions Report, June 2005
- Cultural Arts Committee Report, June 2005
- Membership Care Report, June 2005
- Finance Report, June 2005
- Budgeted Income & Expense Statement, May 31, 2005
- Balance Sheet Detail, May 31, 2005
- License Agreement for Private Encroachments Into the Public Right of Way
- Young Adults Fall 2005 Proposed Budget
- Archbishop of Canterbury's Presidential Address at ACC-13
- A Final Report from the International Anglican Conversations on Human Sexuality

**Christ Church Cathedral
Minutes of the Vestry Meeting
August 22, 2005**

Vestry Members in attendance: Hal Cato, Shelton Clark, Susan Dupont, Steve Ezell, Jennifer Johnston, Carroll Kimball, Joanne Knight, Jamie Kyne, Walker Mathews, Ben Page, Kay Simmons, John Stone, Katy Varney, Judy Wright. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson, Matthew Corkern, and Thato Molipa. Also present: Eileen Hosking, Bill Coke (for Dean's Report).

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, August 22, 2005. Walker Mathews gave the meditation. Dean Kenneth Swanson called the meeting to order at 6:45 PM.

- **Dean's Report:** The Dean introduced parishioner and former Vestry member, Bill Coke, who had been invited to acquaint the Vestry more fully with the new organization, Continuing Episcopalians of Tennessee or CET. Bill is both a founding member and on the steering committee of the CET. This invitation was extended to help the Vestry inform itself about and grapple with the polarization occurring in the diocese between conservatives and liberals. The Dean will invite representatives of differing points of view to upcoming Vestry meetings.

Continuing Episcopalians of Tennessee was formed in January 2005 by a group of concerned laity who felt the need to organize as a balance to the effective conservative element in the diocese. Cathedral parishioners Bill Coke and Martin Shofner serve on the Steering Committee. An inaugural open meeting that was held at the Cathedral (but not under Cathedral sponsorship) in _____ drew about 550 people from all over the diocese. Bill reported a general feeling of relief to meet together and realize there were others who shared their views.

The CET feels that the next few months are critical for the future of the diocese. At the Diocesan Convention in January, the resolution to join the Anglican Network (ANC) that was tabled at last year's convention will most probably be reintroduced. On March 18, 2006, the same delegates will convene to elect a new Bishop. Between now and December, parishes will select the lay delegates for these conventions. These decisions will directly affect our life as a parish here at the Cathedral, most importantly in our ability to choose our Dean.

The goals of the CET are to maintain our identity as a diocese of the Episcopal Church, USA (ECUSA) as it is presently constituted, to defeat efforts to align the Diocese of Tennessee with the Anglican Communion Network (ANC), and to elect a bishop loyal to ECUSA and its heritage, one who will serve as a reconciling pastor to laity and clergy alike.

The convention decision on joining the Network is pivotal for the future of the diocese. Bill presented a packet of supportive materials (attached) to each Vestry member and read from the letter of Don Johnson, Bishop of West Tennessee who is theologically conservative but loyal to ECUSA. In this pastoral letter, Bishop Johnson denounces the formation of the Anglican Network and the secrecy and deceit practiced in its formation. Bill noted that despite the fact that every diocese contiguous to the Diocese of Tennessee opposes the ANC and only 10 out of 110 U.S. dioceses have joined the ANC, Bishop Herlong sees the Anglican Network as the way to save the diocese from schism. CET believes that joining the Network would promote schism because in contrast to the catholic identity of the historic Episcopal Church which is defined by the Nicene Creed, the ANC has formulated an exclusionary confessional identity. Already, there have been instances in our diocese of parish staff who have been let go for not subscribing to the ANC "loyalty oath". This speaks against the claim that joining the ANC would preserve our ties to ECUSA. Bishop Herlong is perceived as wanting to preserve his legacy as the fastest growing diocese in the nation. Since the priests who most vigorously support joining the ANC are the priests of the new missions, schism would seriously affect this accomplishment. However, conservatives do not necessarily support joining the Network. The ANC has not been successful in recruiting the very conservative dioceses of Florida and Mississippi. The narrow, exclusionary nature of the ANC represents a fundamental change of Episcopalian identity.

The Dean voiced his concerns with the CET. Although he agrees with much of the CET platform in principle, the Dean does not support it as he believes it fosters continuing polarization in the diocese. He also pointed out several questionable statements and judgments in their brochure. He noted that the biggest issue he had with the Network - calling for a confessional church - was not even mentioned in the brochure.

Jamie Kyne raised the question: If our mission as Cathedral is to be a welcoming place for all people, could there come a point where welcoming very exclusionary groups would be self-defeating? Judy Wright observed that the parish is not well informed about church polity. She suggested further education of the parish about the basics of church polity and the history of this conflict. Steve Ezell voiced concern about the "fighting vocabulary" he heard in the CET meeting and reminded us that it is important to remember that many people feel deeply betrayed by what happened at General Convention. We need to be sensitive to the depth of feeling of the dissident side and respect the validity of that response.

- **Approval of Minutes:** The June minutes were approved as submitted.
- **Vestry Time: Reports from Cluster Liaisons**
 - **Outreach:** Randy McCathren submitted a written report in his absence (attached). Susan Dupont submitted an additional report from the Sacred Space Cultural Arts Committee describing the upcoming concert season (attached). Ben Page suggested a photographer for an art exhibit and was directed to submit the idea to the committee.
 - **Membership Care:** Susan Dupont submitted a written report (attached). She highlighted the excellent leadership of Callie Pfeifer in the revitalized Meals Committee.
 - **Spiritual Formation:** Shelton Clark submitted a written report (attached). He brought to our attention the Wednesday night offerings that open with a joint project with Cultural Arts of the theater production, The Book of Job.
 - **Property and Personnel:** Eileen Hosking announced that much has been accomplished over the summer: Cheek Hall has been repainted; new carpet has been installed; new ceiling has been installed on the second floor. Repairs to the roof over the second floor hallway and Eileen's office have addressed leaking there. Ben Page reported on the exterior lighting project which lacks only one phase to completion. The tower and west side phases have been tweaked and completed. The parking lot is now much safer. The final phase on the façade side needs approval from Metro to install poles in the sidewalk. These can be hung with banners to publicize Cathedral events. Banners still need to be designed and money found to produce them. The 9th Avenue (east) side phase is a future project. Currently, street lights provide adequate lighting for personal safety. Eileen reported that James Williams is the new sexton. Renee Puckett is the new half time communications coordinator. Marty Lawson is the new full time receptionist, replacing Carol Boden. Amy Claybrook started today as full time event coordinator.
 - **Finance and Stewardship:** Steve Ezell submitted a written report. He commented on the biggest year to year change in total support revenues. This was a result of writing down the Hathcock Building and the decrease in unrealized gains from the prior year. He noted that this had nothing to do with cash assets. The 412-344 note is actually being paid ahead of schedule since parking revenues are higher than anticipated. He asked for a motion to accept the annual audit, which was moved, seconded and unanimously approved. The shortfall in offerings and contributions has been unexpectedly made up over the summer. Things look very good for the end of the year with very positive summer numbers. Carroll Kimball reported that the Stewardship Committee had met to make up a list of parishioners for Ken to personally visit for the Stewardship Campaign this year. This will include new parishioners who have been generous in their contributions and established pledgers with more perceived capability. Stewardship Chair, Jay Graves has asked Paul

Myers to be co-chair. Carroll feels this is a very good combination to speak to a younger demographic. Stewardship Sunday will be the first Sunday in October. The Dean will lay out the vision in the Dean's Forum that Sunday. Stewardship pledges have still been coming in throughout the summer which indicates that pledging is becoming a state of mind rather than event-driven. About 550 pledge units came in last year with an average size of about \$2500-\$3000. Verbal feedback on credit card use is that people love it. Unlike most churches that Carroll had consulted, we have had no glitches implementing credit card contributions.

- **Wardens' Time:** Senior Warden Katy Varney reminded the Vestry about attending Evening Prayer which precedes dinner at 5:15 PM on meeting nights.
- **New Business:** The Dean raised the possibility of rethinking the cluster structure. In particular, there may need to be a separate cluster for the Civic and Cultural Arts Committees in Sacred Space as there is no natural place where they fit in the current structure.

Three priests canonically resident in the diocese have asked to become affiliated with the Cathedral in unpaid capacity. The Dean has explained to them that there would not be much opportunity to celebrate because of the number of priests already associated with the Cathedral.

The Dean will ask the Cathedral Chapter to petition the Diocesan Convention to allow Matthew Corkern to be made a canon of the Cathedral.

The Dean highlighted the many important events coming up in September. In a special 9-11 commemoration, the Rev. Lyndon Harris, Vicar of St. Paul's Chapel, NYC has been invited to lead the Dean's Forum and preach the homily. Civic leaders have been invited to the 8:30 commemorative liturgy. Mayor Bill Purcell and U.S. Congressman Jim Cooper have replied that they will attend. Bill Frist is hoping to come, and Governor Bredesen is a possible attendee. This positive response reflects our growing identity as a civic space. The new youth education program will be presented to the whole parish with festivities on September 18. On September 20, we are hosting the major liturgy for the Evangelical Lutheran Convention being held in Nashville. On September 21, 23-25, the Sacred Space Cultural Arts Committee and Friends of the Cathedral are sponsoring the theatrical production, *The Book of Job*, which will be staged in the nave by John Holleman and Company. This direct adaptation of the biblical text will be dramatized through stylized movement and elaborate, mosaic-like costumes. This is a revival of the late 1950's Everyman Players production which originated in Kentucky and toured all over the U.S. Also on September 25, the needlepoint cushions of the chancel will be dedicated, probably at the 11:15 service.

Ben Page raised the possibility of dedicating the exterior lighting as a visible acknowledgement of the culmination of the Capital Campaign goals.

- **Old Business:** There was no old business.
- **Key Dates:** See attached agenda.

The meeting closed with a prayer by Geoffrey Butcher and was adjourned at 8:27 PM.

Respectfully submitted by Susan Dupont, Clerk

Attachments and handouts:

- Vestry Agenda, August 22, 2005.
- The Dean's Report, August 2005
- Minutes, June 27, 2005
- Outreach Report, August 2005
- Sacred Space Cultural Arts Committee Report- August 2005

- Membership Care Report – August 2005
- Spiritual Formation Report – August 2005
- Finance Report – August 2005
- Budgeted Income and Expense Statement, July 31, 2005
- CCC Balance Sheet Detail, July 31, 2005
- Continuing Episcopalians of Tennessee brochure
- Continuing Episcopalians of Tennessee Supporting Documents

**Christ Church Cathedral
Minutes of the Vestry Meeting
September 26, 2005**

Vestry Members in attendance: Hal Cato, Shelton Clark, Susan Dupont, Steve Ezell, Jennifer Johnston, Carroll Kimball, Joanne Knight, Jamie Kyne, Walker Mathews, Ben Page, John Stone, Katy Varney, Judy Wright. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson, Matthew Corkern. Also present: Eileen Hosking. Guests for Dean's Report: Patrick Allen and Tom Steele.

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, September 26, 2005. John Stone gave the meditation. Dean Kenneth Swanson called the meeting to order at 6:45 pm.

- **Dean's Report:** The Reverend Patrick Allen, rector of St. Joseph of Arimathea, Hendersonville, was invited to talk to the Vestry about the Network of Anglican Communion Dioceses and Parishes (ACN). Patrick is a member of the Cathedral Chapter, and his parish is a member of Network. He first addressed the concern about the reintroduction at this year's Diocesan Convention of a resolution to affiliate the diocese with the Network that was tabled at last year's Diocesan Convention. He dismissed this as improbable since the resolution was originally tendered by the Tennessee Anglican Council with no expectation of passage. The TAC has no plans to reintroduce the resolution.

He next addressed the basis for the formation of the Network, explaining it as a means of keeping traditionalist communicants within the church in the face of the clear rejection of scriptural authority and church tradition represented by the episcopal election of Gene Robinson. He believes that the fabric of communion has been torn through the unilateral action on the part of ECUSA. The Network is not seeking to supplant ECUSA but rather is seeking a return to fidelity with the worldwide Anglican Communion.

Reverend Allen feels that events are pending that will rapidly make the Network obsolete: ECUSA's need to conform to the Windsor Report to remain in communion. He feels that the Network shares a goal with CET: to remain in communion with the Church as it is presently constituted. He finished by suggesting that we elect delegates who are committed to remaining in the Anglican Communion.

The Dean responded with a question: If ECUSA goes forward on its own and the Network tries to form an alternative communion, is it possible for parishes in the diocese to be split in allegiance? Rev. Allen responded that he felt that impaired communion of triangulated relations would not be possible. The issues of property and pension are legal issues, and he hoped that, if that situation came to pass, individual parishes would be able to decide individually.

It was clarified that the Windsor Report does not resolve the issue of sexuality, but rather addresses how we are to live with disagreement. The offense addressed in the Report was the unilateral action of ECUSA. Final resolution of the sexuality issue will be addressed by the Lambeth Conference to be held in 2008.

Further questions and observations arose:

- The "Sewickley Memo": Rev. Allen reiterated that the Network has publicly disavowed this letter that was written by one of the American Anglican Council's (AAC) chief strategists and that stated as the organization's ultimate goal the replacement of the Episcopal Church governed by the General Convention with its own confessionally-based jurisdiction. He also explained that the AAC is an ecclesiological lobby that promotes a political agenda while the ACN is an instrument of fellowship.
- How is the authority of scripture defined by the ACN? Rev. Allen stated that where scripture teaches, it is considered authoritative. By reading scripture together, the application of scripture may be agreed on.
- Role of women in church: ACN has no official position, but nearly all the Network members support women's ordination.

- If the diocese chooses to join the Network, there will be property issues. Would parishes be forced to join the Network to retain their property? There is no legal precedent on property issues. Why would a diocese choose to join unless they wanted to leave ECUSA? What is the contract of dioceses with ECUSA?
- Historically, the Instruments of Unity have not been allowed to interfere with the function of the provinces, but the Windsor Report calls for a completely new jurisdiction for the Instruments of Unity.

Tom Steele, Chair of the Capital Campaign, reported on progress.

The Master Plan is the basic requirement for how and when the Capital Campaign can begin. Another factor is the global situation of the church and the political situation in the diocese.

Ad hoc meetings are scheduled in next two weeks with two fundraising entities (Cathy Tompkins from Nashville, and Dr Coleman from Ft. Worth). RSI, the consultant for the last Capital Campaign, will also present.

Questions that must be addressed are whether we want to hire a consultant, which consultant and at what cost.

The timing is flexible with the basic requirement being the Master Plan. The earliest date for an active campaign would be Fall 2006 or possibly Spring 2007 depending on whether the consultant wants to coordinate with annual giving. ECUSA issues will figure into the decision (General Convention is held in summer 2006). Because of these unknowable contingencies, the recommendation is to retain a consultant on hourly basis until we are ready to launch the campaign. Six to eight months prior to the active campaign kick-off, a silent campaign starts. That may need to wait until it is clear what is happening in the national church. The goal is to be organized and ready.

The Dean questioned whether we need to look further than RSI given their proven track record. Tom responded that David Manning of RSI threw a very large preliminary figure out for consideration which prompted looking elsewhere. Dr. Coleman was found by networking with other churches.

Carroll Kimball observed that it is important to know exactly what you are getting for the fee and to be careful to compare “all-in” costs.

Tom Steele noted that he feels the factor most important to success is the administrator that is on site every day following up. His guess is that none of the consultants will include this in their fee.

- **Approval of Minutes** – The August minutes were approved as submitted.
- **Vestry Time: Reports from Cluster Liaisons**
 - **Outreach:** Randy McCathren submitted a written report in his absence.
 - **Membership Care:** Susan Dupont submitted a written report.
 - **Spiritual Formation:** Shelton Clark submitted a written report.
 - **Property and Personnel:** Eileen Hosking reported that we had passed the second reading in Metro Council on exterior light poles.
 - **Finance and Stewardship:** Steve Ezell referred us to the written report and noted that the Finance Committee is discussing adding or changing an account line to “Contributions and Foundations.” Carroll Kimball reported that Ken has started stewardship meetings with individual parishioners. The Dean reported a surprising disaffection with various aspects of ministry that has provided valuable feedback for the effectiveness of the clergy.
- **Wardens’ Time:** No business.
- **New Business:**

- Hal Cato reported that the **youth programs** are going very well. The newly formed Cathedral Youth Chapter provides youth a voice and leadership. Two youth from each grade and two overall chairs comprise the Chapter. The goal is to foster a sense of ownership and a culture of friendship and kindness where issues of God and spirituality can be discussed openly without fear of rejection. The Chapter has asked to present their goals to the Vestry at a future meeting. *Youth* Ministry Architects presented a 2006 budget. Five candidates are being considered for the female Youth Minister position. A Search Committee of adults and six youth will interview the candidates. It is hoped that the new youth minister may start by the date of the spaghetti supper, October 25.
- The Dean reported concern with the **length of 8:30 liturgy** which is negatively affecting the education hour. There is great pressure to insert special acknowledgments in liturgies (dedications, commissions, etc.). The Dean has decided to make many of the announcements before the opening voluntary, i.e. 10 minutes before service time, in both the 8:30 and the 11:15 service. In addition, communion will be given in stations at the 8:30 service. After a time, these measures will be reevaluated.
- **The Book of Job**, the first theatrical production of the Sacred Space Arts Series was extremely successful both financially and in bringing in good audiences from the community. Susan Dupont as Chair of the Cultural Arts Committee was commended for her contribution to that success.
- Geoffrey Butcher reported that the **Clusters** have been somewhat reorganized with the Sacred Space committees folded into existing committees except for Cultural Arts and Civic which will remain in the Outreach Cluster as entities.
- Jennifer Johnston announced the all-**Cathedral Women's Luncheon** on October 26 at noon. This is intended to inform the women of the parish about what is going on with women in the diocese and in the Cathedral with a goal to reignite Episcopal Church Women here at the Cathedral or possibly to provide a model for ECW by what we do.
- Jennifer Johnston talked about a suggested new ministry: providing **Thanksgiving hospitality** by joining people without family to those who would welcome them at their table.
- **Old Business:** There was no old business.
- **Key Dates:**

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|--------------|--|
| September 27 | Tim Wise for Racial Equality Week |
| October 1 | Diocesan All Leaders Conference |
| October 7 | First Friday |
| October 8 | Blessing of the Animals |
| October 9 | Missions Sunday, Dan Matthews preaching; Taizé |
| October 16 | Stewardship Sunday; Organ Concert, 4 pm |
| October 24 | Next Vestry Meeting |

The meeting closed with a prayer by Anne Stevenson and was adjourned at 8:40 P.M.

Respectfully submitted by Susan Dupont, Clerk

Attachments and handouts:

- Vestry Agenda, September 26, 2005
- The Dean's Report, September 2005

- Minutes August 22, 2005
- Outreach Report September 2005
- Sacred Space Cultural Arts Report
- Membership Care Cluster Meeting Report September 2005
- Spiritual Formation Report September 2005
- Letter from Matthew Corkern: Report on Youth Program
- 2006 Continuing Maintenance Proposal – Youth Ministry Architects
- Finance Report September 2005
- Revised Cluster and Committee Structure

**Christ Church Cathedral
Minutes of the Vestry Meeting
October 24, 2005**

Vestry Members in attendance: Hal Cato, Shelton Clark, Susan Dupont, Steve Ezell, Jennifer Johnston, Carroll Kimball, Joanne Knight, Jamie Kyne, Walker Mathews, Ben Page, Kay Simmons, John Stone, Katy Varney, Judy Wright. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson, Matthew Corkern. Also present: Eileen Hosking and Walter Crouch for Dean's Report.

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, October 24, 2005. Judy Wright gave the meditation. Dean Kenneth Swanson called the meeting to order at 6:36 PM.

- **Dean's Report:** Walter Crouch came at the invitation of the Dean to report on the work of the Episcopate Search Committee. Walter was appointed by Bishop Herlong to serve on this committee as a representative from the Cathedral.
- **Approval of Minutes** - John Stone presented a motion to limit the recorded minutes to an outline of what is discussed and voted on. This motion was seconded and unanimously approved. The Clerk was requested to amend the minutes from September to eliminate detail.
- **Vestry Time: Reports from Cluster Liaisons**
 - **Outreach:** No report in Randy McCathren's absence..
 - **Membership Care:** Susan Dupont submitted a written report (attached).
 - **Spiritual Formation:** Shelton Clark submitted a written report (attached)
 - **Property and Personnel:** Eileen Hosking reported that the lighting variance needed for the poles on Broadway was passed the City Council.
 - **Finance and Stewardship:** Steve Ezell submitted written report (attached). A proposed Conflict of Interest policy was submitted to Vestry for approval (attached). The implementation of such a policy was suggested by the auditors. This was moved, seconded and passed unanimously. Marian Ott was commended for her work to standardize the Cathedral accounts and financial policies. Carroll Kimball reported about 50 pledges submitted so far in the Stewardship Campaign reflecting an increase in stewardship.
- **Wardens' Time:** Vestry elections will be held November 6th and 13th. Since the Vestry is responsible for administering the election, Katy Varney announced that she will make up a schedule and circulate it to members.
- **New Business:**
 - Diocesan Convention** delegates need to be chosen. These will also serve as Episcopal electors in March. The two current Wardens and the past Senior Warden are traditionally delegates. Two additional delegates and five alternates must be chosen by the Vestry. Nominations may be submitted to Katy Varney for election at the November Vestry meeting. Walter Crouch is being nominated by two other parishes for Standing Committee and he has agreed to stand for election if the Cathedral also supports that.
 - Youth minister search** – Three people have been interviewed, and a job offer has been made.
- **Old Business:**
 - Announcements and stations:** The clergy has decided to abandon the experiment in making announcements before the services and the regular administration of communion in stations at the 8:30 liturgy. Communion in stations will only be used when the liturgy is

expected to be overloaded. A gate for the center of the communion rail would also be helpful in expediting communion.

- **Key Dates:**

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| October 25 th | Spaghetti Supper, 5:30pm |
| October 26 th | Women's Lunch, 12 noon. |
| October 28 th & 29 th | Don Juan in Hell, 7:30 |
| November 4 th | First Friday, 6 pm |
| November 6 th | Annual Parish Meeting & Vestry Election, 10 am |
| November 13 th | Taize, 6 pm |
| November 19 th , 20 th 27 th | Lauren McCathren Alternative Gift Market, 10 am |
| November 19 th | Institution of Canons, 10 am |
| November 28 th | Next Vestry Meeting |

The meeting closed with a prayer by Matthew Corkern and was adjourned at 8:15 P.M.

Respectfully submitted by Susan Dupont, Clerk

Attachments and handouts:

- Vestry Agenda, October 24, 2005
- The Dean's Report, October 2005
- Membership Care Report, October 2005
- Spiritual Formation Report, October 2005
- Finance Report, October 2005
- Conflict of Interest Policy
- Balance Sheet Detail, September 30, 2005
- Budgeted Income and Expense Statement, September 30, 2005

**Christ Church Cathedral
Minutes of the Vestry Meeting
November 28, 2005**

Vestry Members in attendance: Hal Cato, Shelton Clark, Susan Dupont, Steve Ezell, Jennifer Johnston, Carroll Kimball, Joanne Knight, Jamie Kyne, Walker Mathews, Ben Page, Kay Simmons, John Stone, Katy Varney, Judy Wright. Newly elected Vestry Members present: Stanford Adams, Pete Stringer. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson, Matthew Corkern. Also present: Eileen Hosking.

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, November 28, 2005. Jamie Kyne gave the meditation. Dean Kenneth Swanson called the meeting to order at 6:35 pm.

- **Dean's Report:** The Dean reopened the continuing discussion of the role of the Cathedral in the diocese.
- **Approval of Minutes:** The September Minutes were approved as revised. The October Minutes were approved as submitted. The Clerk noted that the requested change in the content of the minutes would seem for clarity to require a change in the description of the Clerk's duties. That currently reads: "The Clerk attends all Vestry meetings and prepares a transcription of the proceedings."
- **Vestry Time: Reports from Cluster Liaisons**
 - **Outreach:** Randy McCathren submitted a written report in his absence.
 - **Membership Care:** Susan Dupont submitted a written report.
 - **Spiritual Formation:** Shelton Clark submitted a written report.
 - **Property and Personnel:** Eileen Hosking had nothing to report. Ben Page reported that the construction of the banner poles will be completed in a week. Matthew Corkern reported that a female youth minister is still being recruited.
 - **Finance and Stewardship:** Steve Ezell submitted a written report. The clarity of the newly articulated financial policies was favorably commented on. Marian Ott was formally congratulated for her work in formulating those existing policies. The suggestion was made to include these policies in the packet for incoming Vestry members. Carroll Kimball reported about \$1.5 million received in pledge so far with 388 pledges received (this compares to 574 pledges total received for 2005). Roughly half have increased (up to 25%); 40% of pledges are flat, and a handful have decreased. It is still too early to have an accurate sense of the final figure as a lot of pledges are still outstanding. The budget will be calculated on \$2.1 million. Follow-up will begin in earnest this week.
- **Wardens' Time:**
 - Nominations for Senior Warden and Junior Warden were proffered by the Senior Warden, Katy Varney. Junior Warden Carroll Kimball was nominated by for the position of Senior Warden. The motion was seconded and passed unanimously. Jennifer Johnston has been nominated as Junior Warden. Election of Junior Warden will be held at the December meeting.
 - A slate of delegates for Annual Diocesan Convention was presented by the Senior Warden. This consists of the outgoing Senior Warden (Katy Varney), the Senior Warden (Carroll Kimball), the Junior Warden (to be elected), Jamie Kyne and John Stone. A slate of alternates includes Judge Bill Koch, Marian Ott, Shirley Lechleiter, Stanford Adams, and Charlie Cook III. These two slates were

seconded and passed unanimously. It was noted that these delegates would also serve at the Episcopal Election convention.

- Charlie Cook III was nominated to serve on the Dandridge trust. This was seconded and passed unanimously.
 - Walter Crouch was nominated to stand for Diocesan Standing Committee. This was seconded and passed unanimously.
 - A potential fund-raising project for the youth was discussed. A Christmas tree disposal company called Tree Wise Men offers this service as a fundraiser for church youth groups. Since it was unclear whether the youth would want to participate, the Vestry authorized Matthew Corkern to vet this project and make the decision of whether this is an appropriate youth activity.
 - The clergy and Eileen Hosking were then excused for closed executive discussion of compensation issues.
- **New Business:** The Vestry election attracted 318 voters this year (typically 300-350 eligible parishioners vote).
Anne Stevenson reported on her trip to Coventry for a conference associated with the Windsor Report. She also reported that the Cathedral has submitted an application to become a Center of Reconciliation under the aegis of the Community of the Cross of Nails.
 - **Old Business:** No old business.
 - **Key Dates:**
 - December 1: World AIDS Day, 6pm.
 - December 2: First Friday, 6pm.
 - December 4: Christmas Pageant, 4pm
 - December 7: Nashville Unlimited Benefit Christmas Concert, 7pm.
 - December 11: Lessons and Carols, 4pm
Vestry Party, 6:30pm.
 - December 14: Budget Review, 5pm.
 - December 20: Next Vestry Meeting, 5:15pm (note day and date change).

The meeting closed with a prayer by Geoffrey Butcher and was adjourned at 8:15 P.M.

Respectfully submitted by Susan Dupont, Clerk

Attachments and handouts:

- Vestry Agenda, November 2005
- The Dean's Report, November 2005
- Minutes September 26, 2005
- Minutes October 24, 2005
- Outreach Report November 2005
- Membership Care Report November 2005
- Spiritual Formation Report November 22, 2005
- Finance Report November 2005
- Balance Sheet Detail October 31, 2005
- Income and Expense Statement October 31, 2005
- Overview of Accounts and Financial Procedures

**Christ Church Cathedral
Minutes of the Vestry Meeting
December 20, 2005**

Vestry Members in attendance: Hal Cato, Shelton Clark, Susan Dupont, Steve Ezell, Jennifer Johnston, Carroll Kimball, Joanne Knight, Jamie Kyne, Walker Mathews, Ben Page, Kay Simmons, John Stone, Katy Varney, Judy Wright. Incoming Vestry Class in attendance: Stanford Adams, Ken King, Marian Ott, Libby Patterson, Pete Stringer. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson, Matthew Corkern. Also present: Eileen Hosking.

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, December 20, 2005. Katy Varney gave the meditation. Dean Kenneth Swanson called the meeting to order at 6:35.

- **Dean's Report:** The Dean thanked the outgoing Vestry class and commended Katy Varney for her leadership as Senior Warden. Discussion centered on the appropriate use of surplus funds and whether to establish a formal policy for the use of such funds. The Dean voiced his desire to establish a goal for the working capital. Steve Ezell explained the purpose of working capital and personally recommended three months of the current budget as a reasonable working capital (roughly \$575,000). Currently on hand is \$250,000. With the budget growing rapidly, the target is continually moving forward.. It is particularly important to build up the working capital as it is estimated that the projected new building will incur \$100,000 in additional operating costs. It was moved, seconded and unanimously passed that we have as a budget objective to build working capital to 25% of the annual budget.

The second issue of discussion was the Diocesan Convention. The Episcopate Search committee will announce three candidates on Dec.28. There is a two-week window to nominate additional candidates. The candidates will be visiting the diocese and answering questions. The election will be held on March 18 with March 25 as an additional date if needed. If no candidate is elected, the election will adjourn to the fall. The ECUSA National Convention will be held this summer.

The Dean announced that Matthew Corkern will run for Bishop and Council and as previously announced, Walter Crouch will run for Standing Committee.

The Dean of the Cathedral, the rectors of St. Bartholomew's and St. George's, and the senior wardens of all three parishes will begin monthly meetings in January. As cardinal parishes, there are unique and common interests, and it is felt that close contact will be beneficial.

- **Approval of Minutes:** The November minutes were approved as submitted.
- **Vestry Time: Reports from Cluster Liaisons**
 - **Outreach:** Randy McCathren submitted a written report.
 - **Membership Care:** Susan Dupont submitted a written report.
 - **Spiritual Formation:** Shelton Clark submitted a written report.
 - **Property and Personnel:** Eileen Hosking reported that incorrect tops were put on the exterior poles on Broadway so that project is not quite finished. We have contracted to install a handicap lift to Cheek Hall. Renee Puckett has had her baby and will return to work in February.
 - **Finance and Stewardship:** Steve Ezell presented the budget. This year because of a late start to the Stewardship Campaign, there is more uncertainty than usual about the projected income. It is also uncertain what the surplus will be. The recommendation of the Finance Committee is that half the surplus be put toward working capital. With that taken into account, there is a \$53,000 gap at this point. This is not large and probably can be closed. The second recommendation is that we approve only the line items: Salary & Benefits, Outreach, and Diocesan Assessment. The Finance Committee recommends that

the remainder of the program not be approved until January. A meeting will be set in early January to review the remainder of the budget when projected revenue can be better estimated. This was moved, seconded and passed unanimously. Steve Ezell and Marian Ott were commended for their excellent work.

In Carroll Kimball's absence, Dean Swanson reported a \$100,000 increase in pledges thus far. Eighty units that pledged last year have still not pledged. Ken solicited 10 vestry volunteers to help phone these families.

Eileen presented the annual resolution needed for IRS purposes regarding clergy housing allowances

“Of the clergy compensation packages, the following amounts are designated as housing allowances, pursuant to the provisions of the Internal Revenue Code: Kenneth Swanson, \$33,000; Anne B. Stevenson \$32,000; Geoffrey Butcher, \$32,000; Matthew Corkern, \$32,000.”

This was moved, seconded and passed unanimously.

- **Wardens' Time:**

Election of Junior Warden: Jennifer Johnston had previously been nominated. Since no other nominations were submitted, nominations were closed and Jennifer was elected by acclamation.

- **New Business:** No new business.

- **Old Business:** No old business.

- **Key Dates:**

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|-----------------------|--|
| December 24 | Christmas Eve liturgies, 12:15 pm, 4:00 pm, 11:00 pm |
| December 25 | Christmas Day liturgy, 10:00 am |
| December 26-January 3 | Parish offices closed. |
| January 1 | New Year's Day Liturgy, 10:00 am |
| January 6 | First Friday, 6 pm |
| January 6-7 | Vestry Retreat |
| January 13 | Friday the 13 th Blues Cabaret, 7:30 pm |
| January 15 | Taize Service, 6 pm |
| January 20-22 | Women's retreat |
| January 22 | Organ concert, 4 pm |
| January 23 | Next Vestry Meeting, 5:15 pm |

The meeting closed with a prayer by Geoffrey Butcher and was adjourned at 7:50 P.M.

Respectfully submitted by Susan Dupont, Clerk

Attachments and handouts:

- Vestry Agenda, December 20, 2005
- The Dean's Report, December 2005
- Minutes December 20, 2005
- Outreach Report, December 2005
- Membership Care Report, December 2005
- Spiritual Formation Report, December 20, 2005
- CCC Preliminary Budget 2006
- Balance Sheet Detail, November 30, 2005
- Budgeted Income and Expense Statement, November 30, 2005