

**Christ Church Cathedral
Minutes of the Vestry
May 26, 2009**

Vestry members in attendance: Charlie Cook, Hal Johnson, Thor Urness, Sandra Merritt, Tobi Nolan, Paul Elledge, Scott Smith, Mary Herbert Kelly, Steve Lasley, John Whitaker, Susan Dupont, Dave Goetz, Christy Hooper, Catherine Clark
Clergy in attendance: Anne Stevenson, Geoffrey Butcher, Gene Manning
Also in attendance: Mark McQueen

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, May 26, 2009. Charlie Cook called the meeting to order at 6:40 p.m. Steve Lasley gave the meditation.

Warden's Time:

- The next meeting of the Vestry will occur on June 22, 2009.
- Charlie Cook reported that the Search Committee is currently scheduling visits to the Cathedral for the candidates under consideration.
- Charlie Cook reported that Orion has submitted an estimate of approximately \$38,910.00 for the door-widening project and indicates that it can complete the project during the summer. The following resolution was introduced and seconded: **Resolved, that the Vestry approves the contract for \$38,910.00 with Orion contractors to complete the widening of the entrance to the nave from the sacristy hall.** *Unanimously approved by the Vestry.*

Report by Interim Rector:

- Canon Stevenson announced the details of the Presiding Bishop's visit on June 26. The Presiding Bishop will meet with diocesan clergy from 3:30 until 5:00 p.m. in Cheek Hall. A 5:30 p.m. service and 7:00 p.m reception will follow. The Presiding Bishop's weekend schedule also includes plans to visit St. Luke's Community House, All Saints' in Smyrna, and St. Ann's New Hope School.
- Canon Stevenson informed the Vestry that David Yancey and Rod Murray will no longer be serving as priest associates because of their new commitments, but she expressed tremendous gratitude for the assistance that all of the priest associates have given.
- Canon Stevenson indicated that all three seminarians are finalizing plans to attend seminary in the fall, and she recommended that the Cathedral include stipends for them in the upcoming budget.
- Finally, Canon Stevenson expressed her thanks for the contributions of so many parishioners toward her birthday gift. She is enthusiastically making plans for a July cruise to several cities along the Mediterranean Sea.

Approval of Minutes: The following resolution was introduced and seconded: **Resolved, that the Vestry approves the minutes of its April 27, 2009 meeting.** Unanimously approved by the Vestry.

Vestry Time: Reports from Cluster Liaisons

Administrative: Ed Burgess submitted a written report. Mark McQueen announced that the Finance Committee had evaluated its current banking relationship and recommends that the Vestry transfer the Cathedral's banking business to First Tennessee Bank. He summarized pertinent contractual changes to the three accounts in the attached information sheet.

The following resolution was introduced and seconded: ***Resolved, that First Tennessee Bank is designated as a depository of the Cathedral, and that an account in the Bank in the name of the Christ Church Cathedral General Fund be opened. Be it further resolved, that delivery to the Bank of funds, checks, drafts or other property, with or without endorsement, and in whatever manner endorsed, shall authorize the Bank to place the same to the credit of the Cathedral, under terms set forth in the Bank's Depositor Agreement and such credits may be withdrawn: (1) by debit card issued to the Cathedral as set forth in the Cardholder Agreement and Application, or (2) by check, draft, or other order executed for the Cathedral by any of the following persons: Charles W. Cook III, Hal B. Johnson, Robert Smyth, William Coke, or Katy Varney. Be it resolved, that the Bank is authorized to release Account information to the following persons upon request or inquiry: Larry Smith or Mark McQueen. Be it resolved, that any two of the following officers of the Cathedral, Charles W. Cook III and Hal B. Johnson, are authorized on its behalf, at any time and from time to time, until said authority is duly revoked by written notice thereof received by the Bank; to effect for the Cathedral a loan or loans or other credit extensions from the Bank; to execute on behalf of the Cathedral any note or notes or other instruments evidencing obligations of the Cathedral, including application agreements and other related documentation pertaining to letters of credit and renewals, modifications, or extensions thereof, to pledge, mortgage, hypothecate, or in any other manner create a lien upon any assets of the Cathedral as collateral and security for any such loans or other obligations owed by the Cathedral to the Bank, and any extensions, renewals, or modifications thereof; to rediscount with the Bank, bills receivable of the Cathedral; and to execute any mortgages, deeds of trust, security agreements, assignments, or other security instruments as the Bank may require in order to secure this Cathedral's indebtedness, liabilities and obligations to the Bank, whether now existing or hereafter created or arising, due or to become due, absolute or contingent; and Resolved, that the Bank shall be under no obligation to inquire as to the application of any funds withdrawn from the above referenced deposit account, even if the withdrawal order is payable to the agent of the Cathedral executing it or the funds are withdrawn for personal use or credit, not to inquire as to the application of loan proceeds received from the bank by an authorized officer.***
Unanimously approved by the Vestry.

The following resolution was introduced and seconded: ***Resolved, that First Tennessee Bank is designated as a depository of the Cathedral, and that an account in the Bank in the name of the Deacon's Discretionary Account be opened. Be it further resolved, that delivery to the Bank of funds, checks, drafts or other property, with or without endorsement, and in whatever manner endorsed, shall authorize the Bank to place the same to the credit of the Cathedral, under terms set forth in the Bank's Depositor Agreement and such credits may be withdrawn: (1) by debit card issued to the Cathedral as set forth in the Cardholder Agreement and Application, or (2) by check, draft, or other order executed for the Cathedral by any of the following persons: Charles W. Cook III, Hal B. Johnson, Dolores Nicholson, Anne Stevenson. Be it resolved, that the Bank is authorized to release Account information to the following persons upon request or inquiry: Larry Smith or Mark McQueen.*** Unanimously approved by the Vestry.

The following resolution was introduced and seconded: ***Resolved, that First Tennessee Bank is designated as a depository of the Cathedral, and that an account in the Bank in the***

name of the Dean's Discretionary Account be opened. Be it further resolved, that delivery to the Bank of funds, checks, drafts or other property, with or without endorsement, and in whatever manner endorsed, shall authorize the Bank to place the same to the credit of the Cathedral, under terms set forth in the Bank's Depositor Agreement and such credits may be withdrawn: (1) by debit card issued to the Cathedral as set forth in the Cardholder Agreement and Application, or (2) by check, draft, or other order executed for the Cathedral by any of the following persons: Charles W. Cook III, Hal B. Johnson, Anne Stevenson. Be it resolved, that the Bank is authorized to release Account information to the following persons upon request or inquiry: Larry Smith or Mark McQueen. Unanimously approved by the Vestry.

The following resolution was introduced and seconded: **Resolved, that the Senior Warden is authorized to execute and deliver for, and in the name of the Cathedral, a Purchasing Card Agreement with First Tennessee Bank, which will have a binding effect upon the Cathedral. The Cathedral will be bound by all the terms and provisions of the Purchasing Card Agreement; and the Cathedral will duly inform each cardholder of such terms and provisions of the Agreement as is applicable to cardholders. The Bank is and shall be fully authorized to rely and act upon said Purchase Card Agreement, and upon directions from time to time given by the Business Manager of the Cathedral in all matters relating to issuance of Purchasing Cards for the account of this Cathedral and use of same by its personnel in accordance with said Purchasing Credit Card Agreement, including but not limited to the number of cards to be issued, the persons designated to receive and use same, and any changes of personnel among those thus designated.** Unanimously approved by the Vestry.

In order to establish a merchant account to allow the Cathedral to receive credit and debit card payments, the Vestry approved the following resolutions. **Resolved, that any one of the following Cathedral officers or employees: Charles W. Cook III, Hal B. Johnson, or Larry Smith, is authorized to (A) execute on behalf of the Cathedral a Merchant Application and any agreements or other necessary documents including any amendments; (B) execute any document requested from time to time be executed in furtherance of the Merchant Application or relationship resulting therefrom; (C) perform all acts that may be necessary to carry out the intent of the Merchant Application and this Corporate Resolution. Be it further resolved, that the Merchant Application and the resulting relationship is ratified and approved; and be it resolved, that the entities receiving the Merchant Application are authorized to rely upon the Corporate Resolution until advised in writing by a like certification of any changes and are authorized to rely on such changed certification.** Unanimously approved by the Vestry.

Outreach: Thor Urness submitted a written report

Sacred Space: John Whitaker reported that the thirteen current Cathedral guides hope to recruit additional guides, and that anyone wishing to volunteer should speak with Holly Westcott or Andy Grimes. Additionally, John Whitaker noted that there will be no First Friday service in July and no Taize service in July or August. Finally, the Cathedral has sold 180 tickets for the Garden Tour and hopes to sell 200 in order to raise \$2000 for the Friends of the Cathedral.

Membership Care: Sandra Merritt indicated that the Cathedral needs altar guild volunteers for the 12:15 p.m. weekday services.

Spiritual Formation: Catherine Clark submitted a written report. Canon Stevenson added that Youth Sunday was a tremendous success and that the number of participating seniors

was higher than usual because of the efforts of Stanford and Lucy Adams and Tyler and Jeff Yarbrow. Scott Smith reported that Tyler Wright will serve as a summer youth intern helping to improve the youth section of the website, while Pete Burgess will also work with the Cathedral youth.

New Business: None.

Old Business: None.

The meeting was adjourned by motion of the Vestry.

Respectfully submitted by Tobi Nolan, Clerk

Attachments and handouts:

Vestry Agenda, May 26, 2009

Vestry Meeting Minutes, April 27, 2009

Finance Committee Report, May 2009

“Banking information for switch for First Tennessee,” May 20, 2009

“Certificate and Resolution Regarding Visa Purchasing Card Account,” May 2009

“New Merchant Application”

Property Committee minutes, May 6, 2009

Balance Sheet, April 2009

Budgeted Income and Expense Statement, April 2009

Attendance Sheet, May 2009

Community Outreach Cluster Report, May 2009

Spiritual Formation Cluster Report, May 2009

Youth Report, May 2009

