

**Christ Church Cathedral
Vestry Minutes
April 29, 2019**

Vestry Members Present

Gibson Prichard (Senior Warden), Catherine Clark (Junior Warden), John Bridges, Wyeth Burgess, Charlie Cook III, Becca Ingle, Mary Herbert Kelly, Ken King, Anna Rodriguez Masi, Jill Meese, Trone Sawyer, Pete Stringer, Ellen Wright

Vestry Members Absent

Win Bassett, Varina Wilse

Clergy Members Present

The Very Rev. Timothy Kimbrough, Dean and Rector; The Rev. Matthew Lewis, Assistant to the Rector; The Rev. Lissa Smith, Associate for Pastoral Care and Cathedral Life

Others Present

Hal Johnson, Mark McQueen

Opening Prayer

Dean Kimbrough led those assembled in an opening prayer.

Meditation

Trone Sawyer delivered the meditation.

Approval of March Minutes

The minutes of the March 24, 2019 Vestry meeting minutes were approved. (Stringer, Kelly)

Finance Committee Report

Mark McQueen presented the Finance Committee Report. The income and expense reports were approved (Cook, Sawyer), and the balance sheet was approved (Stringer, Meese). The Finance Committee is satisfied with the Cathedral's financial performance for March 2019, inasmuch as it has recorded a positive variance to budget of \$31,396. This is a result of a favorable variance in income of \$31,312, coupled with a favorable variance in budgeted expenses of \$83. Cash reserves remain at approximately 21.38%

of budgeted expense on a 12 month moving average, which is somewhat below the target of 25%. However, cash as a percentage of budget on a monthly basis is now 30.37%.

Income and Expenses. Pledges, offerings, and contributions as of March 31st are \$24,676 over budget compared to \$13,902 over budget as of February 28th. Endowment income is under budget due to a distribution from the McCurdy Trust. Income from Lay Ministries and Financial/Stewardship are both over budget. Salary and Benefit expense is under budget, while expenses for Lay Ministries, Kitchen, and Financial/Stewardship are all over budget.

Capital Campaign. The Finance Committee reviewed the Capital Campaign expenses incurred from October 2017 through March 2019. Those expenses total \$340,861.47, leaving \$149,790 remaining in the budget for 2019 campaign expenses. A total of \$1,182,161.42 in pledges and other income has been received as of March 31st. Each month, the Finance Committee will review any additional expenditures and paid pledges, and will report this data to the Vestry.

Security Assessment Funding Request. The Finance Committee recommends that the Vestry approve a budget in the amount of \$38,000 to be paid from cash reserves to fund security cameras and DVR upgrades, magnetic locks for the nave hallway, automated external defibrillators (AEDs), network penetration testing, and AED and first aid training for staff.

After discussion, a motion was duly made and seconded (Stringer, Prichard) and unanimously approved by the Vestry to authorize the \$38,000 budget for safety and security expenditures.

Easter Offering Results. At present, the 2019 Easter offering totals \$18,525. In accordance with the Resolution passed by the Vestry at its March meeting, that sum will be deposited into the Opportunity Fund, to defray the \$77,500 gift from that Fund authorized by the Vestry for the construction of a school building in Boc Banique, Haiti. The next two Easter offerings will be used for that purpose as well. The \$77,500 amount has already been forwarded to the Diocese of Haiti to fund the school construction.

Response to Security Assessment and Recommendations

Mark McQueen presented to the Vestry a detailed Action Plan for implementing steps and protocols in response to the recommendations of Purser Security Consulting Group, LLC, which performed a safety and security assessment for the Cathedral in September 2018. For security purposes, the specifics of the Action Plan are not detailed here. After considerable discussion, the Vestry approved the plan and, as described above, approved funds to carry out certain portions of the plan requiring expenditures.

Capital Campaign Update

Hal Johnson provided an update on the progress of the Capital Campaign. He began by expressing his gratitude for the Christ Church community and for the response his committee has received from the Vestry and others. Things have taken longer than expected, but the results have been gratifying. He asked for the continuing support and prayers of the Vestry as we move into the next phase. He expressed special thanks to Dean Kimbrough for his tireless support and help. Additional inserts related to the Capital Campaign will appear in the service bulletins for the next two weeks. We have achieved 93% of our \$8 million goal, with pledges totaling approximately \$7,487,000 to date. A total of 380 households have made pledges, and 10 individual pledges have been made by children. There are still 203 households that have not yet responded, and each of those will receive a letter this weekend, encouraging them to participate. The average pledge per household is \$19,695. We have done well at the \$100,000 and below pledges, but we still do not have a million dollar pledge. Hal met with Bob Hotz on April 10th. Bob's work is essentially completed, and he will give us a wrap-up report by the end of May. Hal hopes to have the Campaign pretty much wrapped up by June 1st. He is optimistic that we will have reached our \$8 million goal by the next Vestry meeting. Every parish in the diocese will be solicited to contribute to the Campaign during May and June.

Building Committee Report

Charlie Cook III reported on the progress of the Building Committee. A contract has now been signed with EOA, the project architects. Within three to four months, EOA will produce three separate conceptual drawings for our review. EOA will require additional time to study various permitting issues such as sprinkler requirements, drainage, etc. Within the next few weeks, meetings will be scheduled with members of the parish in order for EOA to refine their plans and drawings. The Building Committee hopes to have something to show the parish in the way of conceptual drawings by late fall of this year.

Third Part Partnership Working Group Update

Ellen Wright and Dean Kimbrough provided an update on the progress of the negotiations with HRI for the development of Lot C. Brooks Smith expects to have an updated version of the parking agreement by this coming Wednesday. We are awaiting HRI's next proposal on the condominiumization documents. Conceptual drawings from architects are needed to finalize that portion of the deal. Another meeting of the TPPWG will be called in the near future.

Vestry Interview by Skype with Charles Hall

Charles Hall, a seminarian and candidate for ordination to the Diaconate, was interviewed by Skype by the Vestry, for the purpose of determining whether the Vestry members, on behalf of Christ Church Cathedral, would support his candidacy for Holy Orders and for Ordination to the Diaconate. After colloquy with Mr. Hall, and discussion among themselves, the Dean and the Vestry members present concluded that Mr. Hall was a communicant of the parish of Christ Church in good standing, that he was sober, honest, and godly, and that he had been so for the last three years, that he was loyal to the Doctrine, Discipline, and Worship of the Episcopal Church, that he was a person worthy to be admitted to the Sacred Order of Deacons, and that his admission as a Candidate for Holy Orders was warranted.

Accordingly, a motion was duly made and seconded (Clark, Masi), and unanimously approved, to support the candidacy of Charles Hall for Holy Orders in accordance with Title III, Canon 6, Section 4(a)(2) and Title III, Canon 8, Section 4(a)(2) of the 2018 Canons of the Episcopal Church.

Additionally, a motion was duly made and seconded (Clark, Wright) and unanimously approved, to support the candidacy of Charles Hall for Ordination to the Diaconate in accordance with Title III, Canon 6, Section 6(b)(2) and Title III, Canon 8, Section 6(c)(2) of the 2018 Canons of the Episcopal Church.

Letters of Support for Charles Hall (Forms 10 and 12) were thereupon signed by all 13 Vestry members present and by Dean Kimbrough.

Senior Warden's Report

Gibson Prichard reminded the Vestry members that we still do not have a volunteer for a June meditation.

Dean's Report

Dean Kimbrough reported that Easter Week went extremely well. Forty-eight people joined the church on Saturday night, and 30 asked to be involved in Journey in Faith. A four week "on ramp" will be offered in May, August, and November for those desiring to participate in Journey in Faith.

A stone inset in the shape of a cross is slated (no pun intended) to be installed in the middle of the central aisle to replace the black electrical tape currently (no pun intended) used to mark where celebrants are to stand during the liturgy.

Not a single parishioner has yet commented on the email recently sent out regarding the moving of the baptismal font from its erstwhile location onto the bricks fronting the font's wooden platform. Before Pentecost, Dean Kimbrough plans to call in a liturgical consultant to advise as to how the baptismal pool beneath the font platform might be most appropriately used.

Rev. Lissa Smith is still seeking volunteers to work on the Habitat house adopted by the Cathedral on this coming Saturday and Sunday.

The May Vestry meeting will take place on Tuesday, May 28th, instead of the usual fourth Monday in the month, because Memorial Day falls on that Monday.

Adjournment

There being no further business to conduct, the meeting was adjourned, with a blessing by Dean Kimbrough.

Respectfully submitted,
Ken King, Clerk