

Christ Church Cathedral Vestry Retreat Minutes

Friday, January 31 - Saturday, February 1, 2020

Pennyrile State Park

The Christ Church Cathedral Vestry gathered for its annual retreat at Pennyrile State Park in Dawson Springs, Kentucky on January 31 and February 1.

Vestry Members Present

Ken King (Senior Warden), Pete Stringer (Junior Warden), John Bridges, Wyeth Burgess, Christina Callaway, Ben Fuqua, Jill Meese, Karmine Quiggle, Trone Sawyer, and Varina Willse

Vestry Members Absent

Win Bassett, Denise Bentley, Becca Ingle, Brooks Smith, and Ellen Wright

Others Present

Caroline Rossini (Clerk)

Clergy Members Present

The Very Rev. Timothy Kimbrough, the Rev. Matthew Lewis, the Rev. Lissa Smith, the Venerable Roger Saterstrom

Evening Prayer

Evening Prayer was led by the Rev. Matthew Lewis.

Understanding the Commission Structure and Role of Vestry Liaison

Following dinner and introductions, Dean Kimbrough provided an overview of the current commission structure and how it came into existence. He also explained the role of a vestry liaison in encouraging commission leaders and members and acting as a bridge between the commission and the vestry. Current liaisons provided some background information on each commission, and then vestry members listed their preferences for liaison assignments.

Compline

Compline was led by the Venerable Roger Saterstrom, and the meeting then recessed until morning.

Morning Prayer

The Rev. Lissa Smith led morning prayer.

Vestry Liaison Assignments

After consulting with the vestry officers, Dean Kimbrough announced the following vestry liaison assignments:

Commission	— — — Vestry Liaison(s) — — —	
Administration	Brooks Smith	Karmine Quiggle** (database project)
Outreach	Jill Meese	Ben Fuqua
Liturgy	John Bridges	
Cathedral Life	Denise Bentley*	
Christian Formation	Win Bassett	
Evangelism	Wyeth Burgess	Christina Callaway
Parish Life	Trone Sawyer	Varina Willse
Pastoral Care	Becca Ingle	
3rd Party Partnership Working Group	Ellen Wright	
**Ad hoc: building committee	Trone Sawyer	

Overview of the Vestry's Work

Dean Kimbrough outlined the work of the vestry, as described in the vestry handbook (The Vestry: An Overview). Questions:

- Q: Can wardens serve multiple terms? A: canons in TN are not strict about this or about the job descriptions for each. At CCC, Jr. Warden has responsibility for bringing commission chairs together & responsibility for programming overall; Sr. Warden remains canonical authority in absence of the rector. It is a one year appointment, but can be re-elected.

Vestry Election Procedures

Dean Kimbrough outlined the Vestry Election Procedures (see attached; amended January 2013). There were some discussion about this year's participation in elections and nominations, and about how we might do a better job promoting the experience of serving on the vestry. Noting that the Cathedral bylaws state eighteen (18) as the minimum age for vestry eligibility, and that the Diocese of Tennessee lowered the minimum age for eligibility to sixteen (16), the following resolution was unanimously approved:

“Resolved, that the Christ Church Cathedral Vestry revise Article IV Sections 4.02 and 4.03 of the Christ Church Cathedral Bylaws to reflect the updated diocesan policy concerning the minimum age for eligibility.” (Sawyer, Bridges)

Safe Church Training

Dean Kimbrough explained the need for all vestry members to complete the Safe-guarding God’s Children training. Login information and instructions will be provided for all who have not yet completed the training.

The Vestry Fortnight

Ken King named the desire to have vestry members present at all functions happening in the parish and explained vestry fortnight assignments as a way to make this possible.

The Vestry Meditation

Ken King explained we start every meeting after opening prayer with a meditation by a vestry member. The general purpose is to get us focused and thoughtful and mindful of our connection to God and ready for the work ahead. Ken has a schedule for these and will send them around.

Third Party Partnership Working Group & Lot C Development

Dean Kimbrough provided an update on the status of the Lot C development. Construction should commence in late April or early May and is expected to take two (2) years to complete. The building will include two (2) hotels, one with entrance/exit on Rosa Parks, and one with entrance/exit on 9th Ave. Currently we expect to use a portion of the income stream to finance a \$6M loan for our building project, specifically deferred maintenance work. We will lose 81 parking spaces during construction, and as a result we may need to alter our worship schedule to allow more time for cars to clear out after the formation hour, before others arrive to worship.

The developer (HRI) needs permission to build over the alley before work can begin. This will require three (3) hearings before Metro Council & the broad support of the mayor; this process begins in early February.

There was then discussion about ways we might address the challenges a loss of parking will create, including the possibility of identifying more interim parking spaces, establishing a parking committee to direct traffic, promoting bus utilization, carpooling opportunities, group bike rides, etc.

Building Committee

Charlie Cook III, chair of the Building Committee, joined the meeting via conference call. He presented the current building design concept, and emphasized that the work to date was developed with the goal of meeting specific programming needs. Discussion followed about security, bathrooms, and parking.

Noonday Prayers

Dean Kimbrough led noonday prayers, and the meeting then recessed for lunch.

Calendar Planning

The standard agenda for vestry meetings is as follows:

- 5:15 - Evening Prayer
- 5:45 - Supper in Cheek Hall
- 6:30 - Meeting
- 8:30 - Adjourn

Typically, the vestry meets on the 4th Monday of the month, but there are some exceptions this year (noted below with **). Scheduled meeting dates for 2020-2021 are:

- Fri., Jan 31 - Sat., Feb. 1 (retreat)
- Monday, March 23
- Sunday, April 19** at 12:45pm with lunch
- Monday, May 18**
- Monday, June 22
- Monday, July 20**
- [no meeting in August]
- Monday, September 28
- Monday, October 26
- Monday, November 23
- Monday, December 21
- Monday, January 25, 2021 with Epiphany Dinner for parnters/spouses

Other relevant dates include:

- Late September - early October: annual pledge drive begins
- Monday, January 22-23, 2021: Diocesan Convention at St. David's
- Sunday, January 24: Parish Meeting opens
- Sunday, January 31: Business Session of the Annual Parish Meeting
- Tuesday, February 2: Orientation for the Vestry Class of 2024
- Friday-Saturday, February 5-6: 2021 Vestry Planning Retreat

Cathedral Documents

Dean Kimbrough provided an overview of Cathedral Agreement and the Christ Church Cathedral Bylaws (see vestry binder).

Banking and Conflict of Interest Documents

The following individuals were authorized as signors on Christ Church Cathedral's accounts, including capital campaign CDs, through February 28, 2021: Ken King, Pete Stringer, Bob Smyth, Katy Varney, Charlie Cook III, and Brooks Smith be authorized check signors for CCC through February 28, 2021. (Bridges, Burgess)

The following vestry members disclosed potential conflicts of interest:

- Ken King's son, Chris King, is the executive director of Amistad Mission.
- Trone Sawyer serves on the endowment board at Kanuga.
- Pete Stringer serves as treasure of Diocese of Tennessee, president of the board of Episcopal Endowment Corporation, and is the officer on account at First Horizon Bank

Absent vestry members will be given an opportunity to disclose any potential conflicts of interest at our next meeting.

Reading Financial Documents

Looking at the Cathedral's financial reports from December 2019, Dean Kimbrough provided insight on how to make sense of them.

Security Assessment, Training, and Implementation

The wardens will provide a report on work-to-date and next steps at the March meeting.

Closing Remarks and Adjournment

Dean Kimbrough offered a few closing remarks and words of encouragement for the vestry's work and life together.

There being no further business to consider, the meeting was adjourned at 2:05 p.m.

Respectfully submitted,

Caroline Rossini, Clerk