



**Minutes of Trinity Cathedral Vestry Meeting  
November 15, 2022 – 5:30 p.m.**

Present:

*Vestry Members:* Patricia Roberts, Sr. Warden; Jeff Spiess, Jr. Warden; Paul Herrgesell, Treasurer; Gary Benjamin; Mark Biddlestone; Elizabeth Billings; Martin Hermes; Diane Hexter; Audrey Hudak; Linda Lee; Dale Murphy; Cynthia Ries

*Staff:* The Rev. Adrienne Koch, Priest Associate; Dan Hout-Reilly, Controller

*Clerk of Vestry:* Darrell Lausche

*Guests:* Dave Miano

Absent: The Very Rev. Bernard Owens, Dean

- The Vestry Business Meeting was called to order at 5:34 p.m.

Formation

1. Opening Devotion

Diane Hexter offered the opening devotion.

2. Dean's Thank You

Dean Owens forwarded his gratitude to the Trinity community for their support during a difficult year for him and his family. He shared his appreciation for being enveloped by a strong faith community.

3. Bishop Election

Patty Roberts provided more information regarding the election of the next Bishop and convention agenda. She discussed the guidelines for how voting will work and how a winning candidate is selected. The Convention Handbook is available on the diocesan website.

4. COVID-19 Update

Patty Roberts shared that New York City and Los Angeles are in the process of reinstating mask protocols in public. She wants Vestry to prepare for changes in guidelines from the State of Ohio Board of Health and/or Cuyahoga County Board of Health. The topic will be revisited as needed.

Fiduciary Work

1. Adoption of Consent Agenda

- October Minutes
- Revisions to PTO/Federal Holidays

**Cynthia Ries moved to, "Accept the Consent Agenda." Dale Murphy seconded the motion. The motion passed unanimously.**

2. Stewardship Committee

Cynthia Ries provided an update from the 2023 stewardship campaign. Currently, 127 households have pledged with the average pledge higher than in the 2022 campaign. Pledges will continue to be accepted. Clarifying questions were asked. Cynthia thanked everyone that assisted with the October 30, 2022, event, showing the silent film *The Phantom of the Opera* and chili supper.

3. Finance Committee & Treasurer's Report

Paul Herrgesell shared that the trends in the Cathedral and Trinity Commons financial statements are like previous months. He recommended looking at those statements in more detail during the budget discussion.

4. Property & Sustainability Committee

Mark Biddlestone and Dave Miano shared the results of discussion with experts about what capital improvements are necessary to address in 2023 and can be postponed until 2024. They shared a spreadsheet with the capital improvement forecast. Clarifying questions were asked.

Members of Vestry were reminded that the diocese does not split costs for the cathedral, but all other parts of the Trinity campus include a split with the diocese. Patty Roberts asked the Vestry members to hold the proposed total for 2023 capital improvements in mind when the discussion about the budget occurs.

- a. Sound System – Considerations are being made due to the sound feedback being experienced during services. The hearing loop expansion to Cathedral Hall is scheduled for 2023.
- b. Stained Glass – Phase one would be for the 2023 calendar year. It includes masonry work. A 10% contingency has been included in the budget to cover possible overages. The Stained-Glass Subcommittee provided recommendations. Discussion about possible fundraising avenues occurred.
- c. Lighting – Includes considerations for livestream broadcasting.
- d. Masonry – 2023 includes deferred maintenance. It includes a split in cost with the diocese for a portion of the list of projects. There is a second phase scheduled for 2024.
- e. Parking Lot Resurfacing – Deferred to 2024.
- f. Church House – There is masonry work that needs to be completed in 2022. **The Property and Sustainability Committee moved, "to withdraw \$28,250 from the endowment to pay for the Church House capital projects." Since the committee is making the motion, a second is not required. The motion passed unanimously.**

5. Cathedral Ministries Committee

Rev. Koch provided a report on cathedral ministries. Mission team chairs were contacted via email for upcoming 2023 events, asked for mission team requests, and to schedule tabling in the Piazza. About half of the teams have responded at the time of the Vestry meeting. She asked about Vestry preferences regarding how mission teams would report at Vestry meetings. Ten minutes for presentation and ten minutes for questions can be provided at the beginning of the agenda. The mission teams, with their staff liaison, will be invited to present to Vestry.

6. Vestry Nominating Committee

Martin Hermes reported that the committee is in the process of reaching out to interested individuals. He reminded the Vestry about the number of positions and terms that are available.

7. Wise, Warmeling, Way

Patty Roberts provided a follow-up to the Vestry request for more information about the wording of "medical student" in the guidelines. The committee researched and will provide recommendations on candidates



for Vestry approval. They wish to expand the language to Physician Assistants, Nurse Practitioners, and Nurses. Patty reminded the Vestry that seminarians are also eligible for the scholarship.

### Strategic Work

#### 1. 2023 Budget

Paul Herrgessell and Dan Hout-Reilly presented the Cathedral and Cathedral Commons Budget 2023 spreadsheets. The documents were shared with Vestry via the Dropbox folder. Paul spent time orienting the members of Vestry on how to review the proposed budget spreadsheet.

The endowment withdrawal is taken in 24 payments (2 per month). Income has been better than budgeted for 2022. Expenses continue to be below budget for 2022. The impact is a forecast of less than a 5% withdrawal on the endowment for 2022.

Earned income and congregational support for 2023 is expected to remain higher than in the past. Expenses for 2023 are expected to increase, especially energy costs. The increased expenses are forecast to impact the endowment withdrawal.

Dan Hout-Reilly further explained the details of the proposed 2023 budget and its changes from the 2022 budget. Paul shared that the budget considers a continued return to normal programming and accounting for inflationary expenses. Clarifying questions were asked by Vestry members. Paul requested feedback from Vestry members in the time between Vestry meetings and will be prepared to share a final version of the proposed budget for approval at the December 2022 Vestry meeting. A request from the Property and Sustainability Committee to provide more detailed information about upcoming projects for consideration

### Continuing Work

#### 1. Trinity Commons Program Director

Patty shared that more information will be forthcoming.

#### 2. Replacing Blackbaud

Dan Hout-Reilly informed Vestry that there may not be much time beyond October 2023 to continue to use the ministry software by Blackbaud because the company will no longer support the product. A search for a new software program will need to occur.

### Closing Prayer/Devotional

Diane Hexter offered the closing prayer/devotional.

The meeting adjourned at 7:27 p.m.

Next Vestry Meeting December 13, 2022, at 5:30 p.m

*\*In-person & a week early because Christmas is "early" this year*

*Almighty and ever living God, in all ages you have raised up faithful shepherds to pastor and guide the faithful. Increase in us the gifts of discernment and understanding that, the convention of the Diocese of Ohio, soon to meet, might know and do your will as we prepare to elect a bishop coadjutor.*



*Good Shepherd, in you we place our hope and trust: hear the prayers of your faithful people, lead us to one mind and one heart in you, and show us that shepherd who will feed and tend your flock and, in turn, give glory and honor to your name.*

*Amen.*

Respectfully submitted,



Darrell Lausche, Clerk of Vestry

