



**Minutes of Trinity Cathedral Vestry Meeting  
December 13, 2022 – 5:30 p.m.**

Present:

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

*Staff:* The Very Rev. Bernard Owens, Dean; Dan Hout-Reilly, Controller

*Clerk of Vestry:* Darrell Lausche

*Guests:*

Absent: Gary Benjamin; Diane Hexter; The Rev. Adrienne Koch, Priest Associate

- The Vestry Business Meeting was called to order at 5:31 p.m.

Formation

1. Opening Devotion

Beth Billings offered the opening devotion.

2. Dean's Report

Dean Owens acknowledged the importance of the topics for the evening's meeting.

He updated the Vestry regarding the Abundant Table service (9:00 am service). He reviewed attendance trends over the last couple decades. He shared the process for calculating the livestream attendance, dividing the number of minutes viewed by the average household size. In general terms, the 11:00 am Choral Eucharist has returned to pre-COVID-19 attendance rates. The Abundant Table attendance has not rebounded as expected. Dean Owens reflected on the opportunities for growth in this interim period. He acknowledged areas of growth and adjustment with the 9:00 am service. Clarifying questions were asked and thoughts offered by members of the Vestry.

Dean Owens also shared thoughts about staffing, especially around the Trinity Commons Program Director. Past conversations about a Trinity Commons Program Director paralleled with conversations about a Development Director. Trinity Cathedral may be ready for increased programming, but the target audience needs to be clear. This work will require cooperation with the diocese. He followed up his comments by emphasizing the need for development with large capital improvements on the horizon. Having a staff member focused on development could have the potential to expand the reach of the cathedral in the community and increase Trinity's capacities. The members of Vestry shared their thoughts and questions.

Fiduciary Work

1. Adoption of Consent Agenda

- a. November Minutes – **Cynthia Ries moved, "to accept the consent agenda." Paul Herrgesell seconded the motion. The motion passed unanimously.**

2. Stewardship Committee

Cynthia Ries shared the Stewardship Dashboard, updated December 12, 2022. Pledges continue to be made. The average pledge rate is trending up. There are 17 new pledges. Overall, stewardship is on trend, compared to previous years. A list of pledging households will be in the bulletin on Sunday, December 18, 2022. Discussion about another Sunday to publish pledging households for 2023 was held. Dean Owens shared results of a discussion with the Vestry Wardens and Cynthia regarding a different approach to the stewardship campaign in the leadership structure to the committee, with the goal of infusing new ideas and approaches.

3. Finance Committee & Treasurer's Report

Paul Herrgesell shared the November 2022 statements for Trinity Cathedral and Trinity Commons. The financial picture is positive with increased income and reduced expenses. The outcomes follow the trends from previous months. The draw on the endowment will be smaller than budgeted. Trinity Commons has had an increase in parking income.

There is a signed lease extension with Cleveland State University (CSU) of 18 months. Conversations about the use of the space when CSU chooses to vacate will occur after the first of the year, focused on what purposes Trinity and the diocese envision for the storefront.

Paul also discussed property insurance. An annual review with the insurance carrier has occurred. One way to decrease the expense of the policy is to increase the deductible. Mather Hall is also covered by the policy, but the insurer has shared concerns with insuring a vacant building. Clarifying questions were asked and a discussion occurred.

4. Property & Sustainability Committee

Mark Biddlestone shared the updated Capital Project Forecast spreadsheet with the members of the Vestry.

- a. Sound System Upgrade – Includes a system that will provide the quality of sound necessary for Trinity's uses.
- b. Stained Glass & Masonry – Phase 1 includes five windows. Masonry repairs will need to be included. Repairs to Parish House have been included in the forecast, as well as privacy walls around the property. Clarifying questions and discussion focused on the stained glass project.

5. Vestry Nominating Committee

Martin Hermes updated Vestry about the Nominating Committee meeting. A slate has been created. Four seats for 3-year terms, one 2-year term, and two 1-year terms are to be filled for Vestry. Two seats for the Nominating Committee are up for election. He discussed the process for the elections and how the seats would be filled, based on the results of the election. He also made some recommendations to help aid in the efficiency of the Nominating Committee.

6. Wise, Warmeling, Way

Dean Owens shared the names of two candidates for scholarships, as advised by the committee. Meghan Carlson is a seminarian from the Diocese of Ohio. Emily Goodwin is a medical student. **Martin Hermes moved, "to approve Meghan Carlson and Emily Goodwin for \$5,000.00 scholarships each." Mark Biddlestone seconded the motion. The motion passed unanimously.**

7. Clergy Housing Allowance

Dean Owens read through the resolution and discussed the purpose of the clergy housing allowance. **Mark Biddlestone moved to, "approve the Vestry Resolution Authorizing Housing Allowance for Ordained Clergy for 2023." Paul Herrgesell seconded the motion. The motion passed unanimously.**



Strategic Work

1. 2023 Budget

Paul Herrgessell and Dan Hout-Reilly presented the Cathedral Budget Overview. They discussed the initial budget and the revised budget (revised since the November 2022 Vestry meeting). Explanations were provided for the revisions. Detailed budget documents were made available to the members of Vestry in the Vestry Dropbox folder. Clarifying questions and discussion occurred. The COVID-19 pandemic provided opportunities to reduce expenses. **Paul Herrgessell moved, “to approve the 2023 budget as stated in the Cathedral Budget Overview and also to approve the ongoing 5% draw to fund expenditures and capital improvements.” Jeff Spiess seconded the motion. The motion passed unanimously.**

Continuing Work

1. Replacing Blackbaud

Dean Owens provided an update to replace the church management system. On October 1, 2023, support will cease from the company. Conversations at staff meetings continue. There is a desire to retain Financial Edge (the financial management system), which remains supported. The next step is to have staff conduct a search for a new system.

Closing Prayer/Devotional

Beth Billings offered the closing prayer/devotional.

The meeting adjourned at 7:42 p.m.

Next Vestry Meeting January 17, 2023, at 5:30 p.m. via Zoom

Respectfully submitted,



Darrell Lausche, Clerk of Vestry

