



**Minutes of Trinity Cathedral Vestry Meeting
May 16, 2023 – 5:30 p.m.**

Present:

Vestry Members: Jeff Spiess, Sr. Warden; Kim DeNero-Ackroyd, Jr. Warden; Paul Herrgesell, Treasurer; Mark Biddlestone; Elizabeth Billings; Marie Curry; Martin Hermes; Diane Hexter; Audrey Hudak; Antoinette Ponzio; Cynthia Ries; Marilyn Valencia

Staff:

Clerk of Vestry: Darrell Lausche

Guest: Ron Ross, Chair of the Invite, Welcome, Connect Mission Team; Ginger Bitikofer, Associate for Membership and Congregational Life

Absent: The Very Rev. Bernard Owens, Dean; The Rev. Adrienne Koch, Priest Associate

- The Vestry meeting was called to order at 5:33 p.m.

Formation

1. Opening Devotion – Cynthia Ries led the Vestry in prayer to open the meeting.
2. Mission Team: Invite, Welcome, Connect

Ron Ross, Chair of the Invite, Welcome, Connect Mission Team, shared a presentation with the Vestry regarding the work of the ministry team. He expressed a desire to recruit a couple attendees from the 9:00 am Abundant Table Service, since the current members are mainly from the 11:15 am Choral Eucharist Service. He highlighted accomplished goals of the newcomer brunch, welcome buttons, and evangelism brochure. Upcoming events are the Liturgy of Welcome, welcome packet assembly, and a newcomer brunch in October. The mission team is utilizing their budget for yard signs and Welcome Wagon postcards. Clarifying questions were asked by Vestry members.

Dean Owens sent a message about the Sunday Schmooze, the second Sunday of each month. He has observed newcomers attending the event, but not as many current members. He is recommending having some “designated schmoozers” to welcome new people. More about the idea will come.

Fiduciary Work

1. Adoption of Consent Agenda
 - a. April Minutes - **Marilyn Valencia moved, “to accept the consent agenda.” Audrey Hudak seconded the motion. The motion passed unanimously.**
2. Stewardship Committee

Cynthia Ries presented the updated dashboard in the Vestry Dropbox. There weren’t any major changes since April 2023. The minutes of the last committee meeting were also submitted via the Vestry Dropbox.

3. Finance Committee & Treasurer's Report

Paul Herrgesell shared his monthly financial report. The trends for both Trinity Cathedral and Trinity Commons are the same as in April 2023. The financial picture remains good for both. The insurance payment for repair work in Cathedral Hall has been received. Clarifying questions were asked.

- a. Audit – Trinity Cathedral received a clean opinion from the auditors.
- b. Governance Letter – There are no disagreements with the management and auditors.
- c. Investment – The Key Bank statement was shared with the Vestry. The endowment has grown by approximately \$700,000 since the end of 2022. The Investment Committee adjusted investments and was able to free up assets to pay for the projects currently underway.

4. Property & Sustainability Committee

Mark Biddlestone shared that the Cathedral Hall repairs are complete. Masonry projects continue. The stained-glass project will begin in late spring or early summer. There is a desire to assemble a group to lead the fundraising efforts for restoring the stained-glass windows. Jeff Spies shared that Dean Owens is in the process of selecting leaders for the fundraising committee. A request for before and after photographs of restored windows was made to show the difference with restoration.

Paul Herrgesell shared that some of the capital projects are ahead of schedule and requested information for an update, so funds can be made available. The hearing loops continue to progress but there are no new updates since the April 2023 Vestry meeting.

5. UBS Corporate Resolution

Jeff Spiess shared news from UBS that Trinity Cathedral is the recipient of a bequeath from a parishioner. He asked for approval of the resolution that would allow him to be a signatory on the account. **Cynthia Ries moved, that "Jeffrey Spiess, Senior Warden, is authorized to open and close an account at UBS to receive the funds that Trinity Cathedral received as beneficiary of the retirement account(s) of a congregation member who died earlier this year. Mr. Spiess shall be fully authorized and empowered to purchase, invest in, or otherwise acquire, transfer, exchange, sell, assign, and deliver the gifted funds in the name of Trinity Cathedral, and to make, execute, and deliver, any and all written instruments necessary or proper to effectuate the receipt of the funds into Trinity Cathedral's said account at UBS and disburse the funds to Trinity Cathedral's Vestry Checking account at KeyBank."** Beth Billings seconded the motion. The motion was approved unanimously.

Strategic Work

1. Vestry Nominating Committee

Jeff Spiess moved "to appoint Toni Ponzio and Marilyn Valencia as Vestry representatives to the Nominating Committee." Martin Hermes seconded the motion. The motion passed unanimously. The conversation continued from April 2023 about the committee charge. Jeff referenced parliamentary procedure and the Trinity bylaws. The bylaws allow for contested elections. All four Vestry incumbents currently plan to offer themselves for another term. He asked Vestry members if there is a vestry need not currently met. There are varying opinions on Vestry and in the congregation about contested elections. It was shared that it is the responsibility of the Nominating Committee to be transparent in their explanation of why candidates are selected. Clarifying questions about the petition process were asked.



2. Cathedral Treasurer

Jeff Spiess facilitated discussion about the Treasurer position, in which a situation may arise that the candidate with the required qualification for the position may not get elected. Currently, the Treasurer is to be a member of Vestry, according to the bylaws. Conversation occurred about whether a Treasurer should be appointed by Vestry from the congregation, to offer continuity and to assure that a person with the required skill set can fulfill the responsibilities. This would require a change in the bylaws.

There are congregations that appoint Treasurers and have Treasurers that are members of the Vestry, so there isn't a set model for congregations. The need for flexibility in the position is desired. The suggestion of creating a Junior Treasurer was made. This would allow for an apprenticeship and to allow for succession planning. The bylaws do allow for an Assistant Treasurer and an Assistant Clerk.

3. 2023 Goals Review

Jeff Spiess continued discussion about 2023 goals developed at the April 2023 Vestry retreat. He began by reviewing what was discussed at the April 2023 Vestry meeting.

- a. Vestry Calls – Discussion continued regarding check-in calls being made by Vestry members to congregants. Jeff included a document in the Vestry Dropbox. The intent is to have these phone calls separate from stewardship calls and to be open to feedback from Trinity members. The members of Vestry offered recommendations about revisions to the call script. Additional ideas on conducting the phone calls were offered.
- b. Stained Glass – The conversation occurred during the Property and Sustainability Committee report.
- c. Director of Development and Community Programming – A draft job description was presented in the Vestry Dropbox. The Right Reverend Anne B. Jolly, Bishop Coadjutor has approved the draft and has provided recommendations for revisions.
- d. Prospect Sign – It is proposed to place a sign with worship times on the Prospect Road property line. A suggestion about smaller signs with the taglines and mission-oriented messages was made. Discussion about an electric sign and its effectiveness was also conducted.

Closing Prayer

Cynthia Ries led the Vestry in a closing prayer.

The meeting was adjourned at 7:07 p.m.

Next Vestry Meeting: June 20, 2023, at 5:30 p.m. in person

Respectfully submitted,



Darrell Lausche, Clerk of Vestry

