



**Minutes of Trinity Cathedral Vestry Meeting
August 15, 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: The Very Rev. Bernard Owens, Dean; The Rev. Adrienne Koch, Priest Associate

Clerk of Vestry: Darrell Lausche

Guest: Luke Taylor, Chair, and Pam Meyers & David Crampton, Leaders, for Adult Faith Formation

Absent: All members present

- The Vestry meeting was called to order at 5:30 p.m.

Formation

1. Opening Devotion – Marilyn Valencia led the Vestry in prayer to open the meeting.
2. Mission Team: Adult Faith Formation

Reverend Adrienne Koch updated the Vestry with the leadership transition from David Crampton to Luke Taylor. She shared the spreadsheet that catalogues the activities related to Adult Faith Formation. She provided history of the Adult Faith Formation Committee prior to the mission team structure being implemented. Some of the work included reviewing and adopting a curriculum to guide the work. The team identified a desire to continue offerings throughout the summer. She previewed upcoming program offerings.

Luke Taylor, Chair, and Pam Meyers & David Crampton, Leaders, for Adult Faith Formation, shared information related to Sunday programming, Wednesday programming, and retreats and special offerings. Luke highlighted the Trinity Forum, attendance has increased. Bible study attendance has improved or remained unchanged, even with concurrent offerings. This is the first time for all in-person Bible studies since the COVID-19 pandemic. He and Rev. Koch shared that offerings attract a variety of audiences and facilitators.

Wednesday's focus has been on the Inquirer's Class. Bible study classes on Wednesday have had low attendance, but high attendance for the forums. There is still a strong commitment for mid-week formation programs. The mission team is discerning the best approaches, leveraging attendance from a variety of audiences that attend Choral Evensong.

Lessons learned include people will attend quality programming during the summer, numerous members are willing and skilled instructors, and post-course feedback was conducted with instructors and attendees (they like structured curricula, thematic format, freedom to pop-in or miss a session). Although retreats have been a tradition at Trinity, attendance was low. Retreats will be reimagined and planned around themes and visitors that will attract regional attendees, as well as Trinity members. Clarifying questions were asked.

3. Deans Report

Dean Owens provided updates about the activities throughout the summer. There has been planning for weddings, funerals, etc. He thanked the members of Vestry for the work they have done and to celebrate successes. He discussed conversations with staff and other clergy members about what the post-COVID-19 pandemic world would look like. He focused on what opportunities and possibilities for digital ministry. He expressed a desire for the Vestry to begin to think about the topic.

Fiduciary Work

1. Adoption of Consent Agenda

- a. June Minutes – **Jeff Spiess moved, “to accept the consent agenda.” Toni Ponzo seconded the motion. The motion passed unanimously.**

2. Stewardship Committee

Cynthia Ries provided an update from the Stewardship Dashboard. Payment of pledges is in a good position. The fall stewardship season will begin with a similar format to past years. Becky Fuller and Luke Taylor will be chairing the campaign. A Stewardship event is scheduled for October 28, 2023.

3. Finance Committee & Treasurer’s Report

Paul Herrgesell provided Vestry an update on investments by sharing the Keybank reports. There is an increase in the value of the endowment. He shared the breakdown on the investment allocations. The endowment draw has been reduced. There is discussion with Keybank and uncertainty persists with the market forecast. The cashflow forecast, prepared by Controller Dan Hout-Reilly, was also provided.

Paul updated the Vestry with the monthly financial statements. Trinity Cathedral is above budget. Columbarium income has begun with the selling of new niches. Expenses are still within budget.

Trinity Commons expenses are lower than budgeted and income is within budget, continuing the trends over the last several months.

4. Property & Sustainability Committee

Mark Biddlestone shared that the first four stained glass windows will have their repairs and restoration begin at the end of August. The sound system is on hold until the mixing console at the beginning of September, then the project will be complete. Parish House masonry continues and is going well and will be completed in early September. Cathedral Hall will have floor refinishing as the last item to be addressed from the second-floor bathroom leak in December 2022. Clarifying questions were asked.

5. Nominating Committee Update

Jeff Spiess reminded Vestry that the by-laws state that the Treasurer is elected from the members of Vestry, while the Clerk of Vestry is appointed from the qualified voting members of the congregation. Marie Curry proposed language to update the by-laws to make it possible for the Treasurer to serve and not be a member of the Vestry (Article IV, Section 3a). She also proposed a revision in Article VII, Section 1. Discussion occurred. Decisions will be made at a future meeting.



6. Staffing Update

Dean Owens discussed staff transitions. Beth Billings and Patty Roberts are leading the Music Director search. Job descriptions needed to be created, along with a timeline, for submission to the American Guild of Organists and the Association of Anglican Musicians. A goal of six to eight months for the search has been established but is flexible. Dean Owens reminded the Vestry that many, if not most, of the candidates will likely be in their searches confidentially, and the committee's search must honor that confidentiality.

He continued with information about a potential candidate for the Development position. Dean Owens also provided information about the Communications Manager position and asked for input regarding the two positions, since they work in synthesis with one another.

7. Bishop Seating, September 9, 2023 – A reminder was shared with Vestry. It was emphasized that this service is a perfect opportunity to welcome and support the bishop with her ministry.

8. Mission Team Retreat, September 17, 2023

Kim DeNero-Ackroyd updated that the planning committee met on August 4, 2023, to discuss the upcoming Mission Team Retreat. She provided details about the agenda. The teams will be asked to reflect on the past year of the structure and how effective they were in accomplishing the goals. Dean Owens will lead skill building exercises.

She also shared that the larger picture for the next Vestry Retreat has begun to be developed. The retreat will be held on February 9-10, 2024, at Bellwether Farm.

Strategic Work

1. Communications at Trinity – Discussed during the staffing update.

Continuing Work

1. Security – Holding for September, so members of Vestry can be together face-to-face.
2. Diocesan Convention Delegates – Tabled

Closing Prayer

Marilyn Valencia led the Vestry in a closing prayer.

The meeting was adjourned at 7:43 p.m.

Next Vestry Meeting: September 19, 2023, at 5:30 p.m. in person

Respectfully submitted,



Darrell Lausche, Clerk of Vestry

