

Christ Church Cathedral Vestry Minutes

Monday, September 25, 2023

Christ Church Cathedral

Members Present: Erica Chappell, Chris Isbell, Donald McKenzie, David Morton, Sarah Tally, Jay Wellons, John Whitaker (Junior Warden), Tyler Yarbrow (Senior Warden)
Via Zoom: Hal Johnson, Eran Stanley, Kelsey Urness, Amy Woodson

Members Absent: Billy Ballard, Brad Daugherty, Susie Ries

Clergy Present: The Rev. Vicki Burgess, the Rev. Madeleine Rebouché, the Rev. Richard Wineland, the Rev. Mary McCarthy, the Rt. Rev. William Mostert, the Rev. Anna Russell Friedman

Others Present: Caroline Rossini

Opening Prayer

Meditation

Donald McKenzie shared a daily devotion from the Center for Action & Contemplation, entitled “Compassion Through Connection” by Ilia Delio.

Approval of August Meeting Minutes

The minutes from August’s meeting were approved as presented (Tally, Isbell).

Report from the Finance Committee (Donald McKenzie)

Donald McKenzie presented the financial statements on behalf of the treasurer. The Income and Expense statement was accepted (Whitaker, Morton), as was the Balance Sheet (Whitaker, Chappell). Donald then reviewed the Capital Project finance report and reported that a subcommittee has begun to look at financing options for the building project.

The Search Committee requests \$10,000 for its preliminary budget, which includes the parish survey and other initial work. The Finance Committee recommends the Vestry approve the request, to be paid as needed from cash reserves; the motion was unanimously approved (Finance, Yarbrow).

Report from the Cathedral Life Commission

Christina Isbell shared a report from the Cathedral Life Commission; see appendix.

Report from the Building Committee

Charlie Cook shared a report from the Building Committee; see appendix. Following a thorough RFP process, the Building Committee recommends proceeding with an AIA guaranteed maximum price contract with RC Matthews. The motion to accept the committee’s recommendation was unanimously approved (McKenzie, Tally).

Report from Search Committee

Sarah Tally provided an update from the Search Committee. The committee has selected a consulting firm, Holy Cow Consulting, to develop and run the parish survey. The Search Committee will meet with the Rev. Canon Jody Howard on Tuesday this week. The committee will meet weekly for the foreseeable future.

Medical Advisory Task Force Update

Jay Wellons provided an update on the current state of public health, reporting that Covid cases are on the rise again in the community. If cases continue to rise, it may be advisable to re-evaluate practices around mask-wearing, etc., and he will continue to keep leaders apprised of new developments.

Vestry Nominating Committee

The Vestry Nominating Committee is composed of five members: two from the outgoing Vestry class, drawn by lot, and three appointed individuals. In the absence of a Dean and Rector, this year all three appointments will be made by the Senior Warden. Eran Stanley and Erica Chappell were drawn by lot to serve as the two from the outgoing Vestry class.

Interim Rector's Report

The Rev. Vicki Burgess shared some notes on current happenings. The Adult Forum Isaac Project offering kicked off this weekend and will continue through December 10. Several Vestry members expressed they were pleased with the first session and that it seemed to be well received.

The Blessing of the Animals for the Feast of St. Francis this year will take place at the 8:45 liturgy on October 8, followed by a Pet Party during the formation hour.

Rev. Burgess also reported that the recent conversations around the Wayfarers ministry have led to some helpful changes materializing, including additional volunteers.

Adjournment

The next Vestry meeting will be Monday, October 23 at 6:30pm (following Evening Prayer at 5:15 and dinner at 5:45). There being no further business to consider, the meeting was adjourned.

Respectfully submitted,
Caroline Rossini, Clerk

Cathedral Life Commission

The Cathedral Life Commission is Chaired by Jack Hill, with Chris Isbell as Vestry liaison, and is comprised of the following committees:

Friends of the Cathedral
Cultural Arts
Cathedral Tours
Community of the Cross of Nails
Gordon United Methodist Church Partnership

The **Friends of the Cathedral** and the Cultural Arts Committee work together, the former focusing on maintaining a contact list of 1700 people (most non-parishioners) interested in concerts and other events at the cathedral. The Friends are listed in the programs, and donations typically amount to \$8,000 to \$10,000 each year.

The **Cultural Arts Committee** plans, organizes and puts on six to seven events each year. Together with cathedral programs such as Evensong and Lessons and Carols, these events constitute the Sacred Space for the City Arts Program. To ease the burden on the cathedral we used private arts design and Allen Printing for the brochure this year. We receive great in-kind and practical support from the church for events and the receptions held in the parish hall after the concerts. We are in discussion with the Fisk Jubilee Singers about a possible date for next season.

The **Cathedral Tours Committee** provides tours of the nave immediately following the 8:45 and 11:15 services, and on Saturday from 10:30 to Noon. Most of the attendees on Saturday walk in from the street, and there are typically around 25 people coming in during any Saturday. The Tours committee has a dozen members, which is enough for now. They have conducted approximately 300 complete tours for individuals/and/or groups thus far this year.

The **Community of the Cross of Nails** is revitalizing following a visit from North America President, Rev. Robert Childers, and The Very Rev. John Witcombe, Dean of Coventry Cathedral. The heart of the CCN focuses on reconciliation. Rev. Richard Wineland and Vestry Liaison, Chris Isbell, have met several times to establish a path for the Community moving forward. The Committee has met with Rev. Anne Stevenson for her guidance on the CCN. Future plans include using the Litany of Reconciliation weekly during Noon Eucharist, having special services that recognize challenging events in history, and potentially hosting civic events in the safe space that is Christ Church Cathedral. In March 2024, CCN will host Fr. John Dear on his 2024 National Speaking Tour for his forthcoming book "The Gospel of Peace: A Commentary on Matthew, Mark and Luke from the Perspective of Nonviolence."

The **Gordon United Methodist Church Partnership** is still in place, however, the committee is in need of a Chairperson that can keep us engaged with our friends at Gordon United Methodist and get new traction for the upcoming year.

To: Wardens of Christ Church Cathedral

From: Christ Church Cathedral Building Committee

Date: September 18, 2023

Re: Recommendation for Contractor for Building Project

On Thursday September 14, 2023, the Building Committee (without Walker Mathews) met to review responses to a request for proposal (“RFP”) the Building Committee sent to contractors interested in executing an AIA 102 2017 Cost Plus contract with a Guaranteed Maximum Price. An RFP was sent to each the following contractors:

Brassfield & Gorrie (“B&G”)
RG Anderson (“RGA”)
Bell Construction (“Bell”)
Parent Company (“Parent”)
R.C. Mathews (“RCM”)

B&G, Bell and RGA informed us that they had no capacity for our project within the next year, so they did not submit proposals. In fact, B&G’s representative recommended RCM for the project.

We received proposals from Parent and RCM and, as stated above, we interviewed representatives from RCM and Parent. Walker Mathews recused himself from the Committee with respect to this process.

The cost estimates submitted by RCM and Parent are similar enough that there is no significant difference between the contractors from a cost standpoint. A cost comparison chart is attached hereto. RCM’s costs appear to be lower.

Based on the RFP responses and our interviews, we are recommending that we proceed with RCM. However, Parent would be capable of managing the project. The primary reasons we favor RCM are as follows:

-RCM is larger in terms of personnel and financial strength than Parent.

-RCM has significantly more experience with historic renovation work as well as work downtown.

-RCM is available to start in January 2024, and Parent cannot start until late March/April 2024.

-RCM has more experience than Parent working with EOA.

-RCM had a better understanding of logistics regarding staging and managing the project.

We are cognizant of the fact that Walker Mathews is the principal officer of RCM, a parishioner and has been a member of the Building Committee. However, RCM's costs are in line with the competing proposal by Parent, so it does not appear that RCM will be gaining an unfair financial benefit if it were selected as contractor. As a parishioner Walker Mathews may have some concern about his relationship with the parish if RCM is unable to perform satisfactorily. However, this project is not a large project compared to other RCM projects, and RCM has assigned one of its most senior project managers to manage the project. If anything, it appears that RCM will be more motivated by this relationship to manage the quality, cost and timing of this project.