

Minutes of the Vestry Meeting
Christ Church Cathedral
January 24, 2000

In Attendance:

David Waller, Sr. Warden
Jamie Kyne
Alice Nichols
George Masterson
Bella Stringer

Greer Broemel
Tom Kanaday
Mark Kelly
Ellen Wright
Drew Goddard

Francis Corzine
Suzie Ries
Gina Lodge
Bill Coke

Clergy Present: The Rev. Canon Anne B. Stevenson
The Rev. Canon Geoffrey Butcher
The Very Rev. Kenneth Swanson

Also Present: Jan Pate, Treasurer

The monthly meeting of the Vestry of the Christ Church Cathedral was held on Monday January 24, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business.

David Waller reported that the Capital Campaign and Master Plan are going well. He distributed a list of the Steering Committee Members. David Manting, our consultant from RSI, is very enthusiastic about the people on that Committee. The training for the Steering Committee began this week.

The Minutes of the December 20, 1999 meeting of the Vestry were approved as corrected. The Minutes of the December 27, 1999 Special Called Meeting of the vestry were also approved as corrected.

Jan Pate gave the year-end report. She said we were in good shape for the year-end, being well on the way to collecting 1999 pledges.

Vestry Time. George Masterson, Finance and Planning Liaison asked when the vestry would clear up the question of extending the balcony for the new organ. We adopted an organ contract that contemplated that the balcony would not be extended. It seems that the architect assumes the balcony will be extended, and there are acoustical issues relating to the organ that must be considered in light of the Capital Campaign. He feels we should be careful to have a clear statement about what the Master Plan goals are while we are raising money, not promising a building when we don't expect that a building can be built during the first phase of the Campaign. David Waller noted that a list of priorities had been presented to the congregation at the Annual meeting addressing the issue that we anticipate we will have to phase the Capital Campaign depending on how much we raise this time. He will provide copies of the Annual Report to the Vestry.

Alice Nichols reported that 500 people were expected for the Thomas Keating event coming up in February. The Ecology Group will host Bill McKibben, an environmentalist and author, for a symposium on Friday March 10, 2000.

The Outreach Committee will be meeting soon to establish the block grants for the coming year.

Jamie Kyne reported that the Communications Committee is interested in the Vestry reconsidering its decision not to fund the Cornerstone for this year. Jamie requested a budget variance to fund the printing and mailing of the next issue. The Communications Committee believes this is an effective way to communicate local outreach and Capital Campaign issues. The cost of mailing would be \$525.00 and the printing would be about \$300.00. After much discussion Jamie was asked to instruct the Communications Committee to print the Cornerstone in house. It could be handed out at church and on the Cathedral web site and they should include a request for feedback to determine the level of interest in the publication. The discussion would be continued at the next meeting.

Warden's Time. Sr. Warden, David Waller presented the Vestry assignments for the coming year. These are attached to and are a part of these minutes. David Waller then made the motion to elect Greer Broemel for the office of Clerk of the Vestry for 2000. Alice Nichols seconded the motion and the vote to elect Greer Broemel as Clerk of Christ Church Cathedral was unanimous.

Jan Pate was affirmed as Treasurer for the coming year.

Clergy/Staff Time. The Dean noted that the Diocese plans to give active support to the Billy Graham crusade. They will need volunteers and financial support. Margaret Neblett and Patti Brotherton are the parish liaisons to the crusade. More information will be presented as it becomes available.

Dean Swanson reported that the Search for the Property Manager is continuing. David Waller, John Younger, Jessica Younger and Ken Sheesley are on the selection committee. The Diocesan Convention will be held at the Cathedral on Friday and Saturday, January 28th and 29th. The Dean said volunteers were still needed for Saturday. There will be three new parishes moving up from Mission status and one congregation will be admitted as a mission. The resolution opposing the death penalty will be voted on.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 28th day of February 2000.



Greer Broemel, Clerk

Minutes of the Vestry Meeting
Christ Church Cathedral
February 28, 2000

In Attendance:

David Waller, Sr. Warden
Charlie Cook, Jr. Warden
Alice Nichols
George Masterson
Bella Stringer

Greer Broemel
Tom Kanaday
Mark Kelly
Ellen Wright
Drew Goddard

Francis Corzine
Suzie Ries
Gina Lodge
Bill Coke
Jamie Kyne

Clergy Present: The Very Rev. Kenneth Swanson

Also Present: Jan Pate, Treasurer
Dale Plummer, Seminarian

The monthly meeting of the Vestry of the Christ Church Cathedral was held on Monday February 28, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. Alice Nichols offered the devotional.

The Minutes of the January 24, 2000 meeting of the Vestry were approved as corrected.

There was no financial report.

Vestry Time. George Masterson, Finance and Planning Liaison reported that the 1999 pledges had been 97% paid, which was the goal. He also praised the Stewardship Committee working on the year 2000 for their great work. George made a motion to adopt a resolution thanking the Committee:

“RESOLVED, that the Vestry of Christ Church Cathedral hereby commends and thanks John Whitaker and Katy Varney, Co-Chairs and the other members of the Stewardship Committee, Drew Goddard, Jamie Kyne and Ellen Wright, for planning and implementing a stewardship campaign for the year 2000 that significantly increased the money available to the Cathedral for ministry and enriched the spiritual and educational life of the Parish.”
David Waller seconded the motion and the vote in favor of the Resolution was unanimous. It was agreed that Dean Swanson would get this in the Bulletin.

George discussed the procedure of how the Chairman of the Stewardship Committee was chosen from the ranks of the Committee and wondered if there had been a formal method in the past.

He also had a question about the number of individuals who have decreased their pledges. George pointed out that the clergy should be informed in a broad way about those whose pledge decreases or completely stops because of pastoral concerns. There has been a policy of keeping any details about the identity of those who pledge and how much they pledge private. The Dean asked for Vestry consensus on this issue. It was concluded that the policy of privacy was important but that the clergy should be notified if there seemed to be situation that called for pastoral intervention.

There was no report on Master Plan II. The Dean and David Waller reported that the Capital Campaign Committee was moving along and in the process of recruiting over 400 people parish-wide. The entire Campaign is centered in prayer and reflects the Master Plan and how we arrived at the phasing. May 7 will be the Celebration Sunday with all gifts to be turned in by then. The information packets will include a video, a fact sheet about Phase I and a cover letter. Phase II is to be mentioned in the cover letter. It was pointed out that the letter should clearly state the goals of Phase I, being careful not to promise the new building when we are fairly certain that it cannot be built with the money to be raised now.

Bill Coke responded to concerns about extending the balcony. He said that there was no assumption on the part of the organ builder, architect or accoustician that the balcony would be extended. David Waller mentioned that he feels that we should delay setting firm priorities until we know exactly how much money we have raised. The architect and engineer will attend the next Vestry meeting to answer questions.

Bill Coke reported on the Personnel/Property Committee. He announced we had hired Francis Eagle as Property Manager. His knowledge about computers will also be an asset. Francis will use the office formerly occupied by Marjorie Proctor in the tower. The Property Committee will decide exactly how this space should be changed to be most useful.

The Property Committee interviewed three cleaning services and OTS was chosen. It is hoped that by having the actual cleaning contracted out the church will be cleaner and that some of the load will be taken off of the sextons. Bill also reported that the Property Committee has asked a company to clean a portion of the exterior stone to determine how much of the cleaning materials will be needed. The cost of this testing will be \$2500.00

Alice Nichols reported that the Thomas Keating event went well and that Bill McKibben's presentation on March 10 will kick off the Lenten series on Environmental Stewardship. She also announced that there would be a dance component added to the traditional Tenebrae service on Wednesday of Holy Week.

Susie Reis, Membership Care Liaison, presented the minutes from the Communications Committee. The Committee membership decided that the best way to distribute the Cornerstone was through the Web site. Hard copies will be available as well. It has been recommended to the Committee that we hire a professional to design the Christ Church Cathedral Web site in phases to ensure the highest quality and appearance. The new Parish Picture Directory is being organized with photo sessions being scheduled now.

Drew Goddard, Outreach Committee Liaison, presented the budgeted block grants for the coming year as follows:

- \$78,826 (62.5%) to Service Ministries;
- \$37,854 (30.0%) to Global Missions; and
- \$ 9,500 (7.5%) to Social Action.

The individual projects to be funded are listed on the detailed budget for each category and are made a part of these minutes. Drew made a motion to approve the budget as presented and Bill Coke seconded the motion. Voting was favorable. Bill Coke announced that the West Nashville Community Development Partnership would start its project for the spring rehabilitating houses in the St. Luke's neighborhood. Volunteers are needed.

Clergy/Staff Time. The Dean noted that the Bishop has asked the Cathedral for cooperation on publicity for the upcoming Billy Graham crusade. Some discussion was held on the exact form of support that will be needed or requested of the Cathedral and the ramifications of our involvement for the parish. The Dean said it was important to cooperate as we are committed to diversity and a catholic embrace of the entire community. The Cathedral should be open to ideas and demonstrate our willingness to be truly inclusive.

The Dean mentioned that there is a problem with non-parishioners using the parking lot during the week. This has become a problem for the sextons and the receptionist. The Property Committee will discuss this and recommend whether or not to have these cars towed.

The Dean said that Christ Church Cathedral has been invited to join a group called Accessible Parishes. This is free and we would agree to have our buildings be as accessible as possible. Drew Goddard will review their request and position on the issue of accessibility and report back to the Vestry.

The Dean reported that the clergy are on a retreat at St. Mary's. He hoped that there would be an opportunity to discuss what the ordination of the bishops in Singapore will mean to the future of the Church.

Old Business. The Cornerstone is regrouping and will be using the Web site as its main form of distribution.

New Business. Bella Stringer gave a report on the Diosocean Convention. The report is attached to and made a part of these minutes. St. Bede's, Manchester; St Mark's, Antioch; and Church of the Good Shepherd, North Williamson County became parishes and the Church of the Apostles in Thompson Station achieved mission status. The resolution opposing capital punishment became entangled with amendments to include opposition to abortion. The resolution itself passed but the amendments will come up again at future conventions. The Dean observed that it would be important to the future of the diocese to maintain its course of holding the middle ground, not too far left and not too far right.

The Dean noted important dates coming up and that he would be out of the office on March 7 and 8 to have eye surgery

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 27th day of March 2000.

Greer Broemel, Clerk

Minutes of the Vestry Meeting
Christ Church Cathedral
March 27, 2000

In Attendance:

David Waller, Sr. Warden	Greer Broemel	
Charlie Cook, Jr. Warden	Tom Kanaday	Susie Ries
Alice Nichols	Mark Kelly	Gina Lodge
George Masterson	Ellen Wright	Bill Coke
Bella Stringer	Drew Goddard	Jamie Kyne

Clergy Present: The Very Rev. Kenneth Swanson
The Rev. Canon Geoffrey Butcher
The Rev. Canon Anne Stevenson

Also Present: Jan Pate, Treasurer
Kem Hinton, Tuck Hinton Architects
Rob Barrick

The monthly meeting of the Vestry of Christ Church Cathedral was held on Monday March 27, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. Alice Nichols offered the devotional.

The Minutes of the February 28, 2000 meeting of the Vestry were approved as corrected.

The meeting began in the nave with a discussion of the issue of extending the balcony and changing the ductwork. Kem Hinton, architect for the project, presented options for the balcony. He said Dana Kierkegard, the acoustician, had suggested that the existing duct going across the balcony be removed so that sound and light would come through the balcony railing. He pointed out the vents in the railing that are between the wooden arches. These vents and ductwork could, according to Rob Barrick's analysis, be moved under the floor of the balcony in the space that will be created to accommodate the organ.

Kem also asked the Vestry members to look at the existing balcony from their position near the altar. He stood below the balcony and then took several steps out from that position to demonstrate approximately where the extension of the balcony would come. The issue of extending the balcony has been discussed and voted on several times. The point was made that while we are reworking the ductwork and taking off the railing of the balcony anyway, we should go ahead and extend it a few feet.

The Vestry was then reminded that we had received assurances from Mark Lively that he could build and organ that would not require an extension to the balcony. He simply wanted to know exactly what the space limitations would be. This part of the discussion with Mark Lively is documented in correspondence with our attorney, Jeff McConnaughey. The Vestry signed the contract with Lively-Fulcher with the understanding that there would be no balcony extension.

The air conditioning system improvements would not be dependent upon extending the balcony, according to Rob Barrick. Kem Hinton said the estimates from Orion Building for changing the level of the balcony to accommodate the height of the organ would be about \$200,000.00. Orion was the contractor for the last interior renovation. The cost of extending the balcony could be roughly \$50,000.00 more. The suggestion was made that this could be the least expensive of all the acoustical modifications we are considering. No vote was taken and it was agreed to continue the discussion at another meeting.

Jan Pate, Treasurer, gave the financial report. She asked that the Vestry approve an increase in the fee paid to the auditors for the FY 2000 Audit. It was pointed out that this amount would be below the true cost of the audit. This request was referred to the Finance Committee. Jan also reported that the year to date financial statement looked good. We were over expected amounts in income and under in expected expenses. It was agreed that we could be seeing much higher income from the endowment. This should be researched and remedied as soon as possible.

Vestry Time. George Masterson, Finance and Stewardship Liaison reported that the Chairman for next year's Stewardship Campaign would be Katy Varney, with Kay Simmons serving as Co-chair.

Bill Coke reported on Capital Campaign. He said the Committee was trying to get the material into the hands of the Vestry for review before is it shown to the congregation and apologized that the video went out with out prior approval. He had a sample of the brochure that was being printed and asked that the Vestry review it and let him know if there were any concerns.

The question was raised as to how much it would cost to bring the bank building up to codes.

The Dean's response was that there were three options to dealing with the building:

- a) do nothing more and keep it as it is, in violation of codes
- b) tear it down during Phase II
- c) Renovate it permanently in Phase II or III

The Dean reported that the Advanced Commitment part of the Capital Campaign was going well and that he was getting positive feedback from his interviews. A Festival of Flowers is being planned for the culmination of the Capital Campaign on May 7, 2000 with Sigourney Cheek and Connally Campbell are in charge of this event.

Bill Coke, Personnel and Property Committee Liaison, reported that they are working with the same company who restored the windows in the chancel to work on the stained glass that is in need of repair now. The cleaning service has started. Geoffrey Butcher reported that the Personnel Committee is working on health insurance and trying to more clearly define several staff positions. They are making an effort to see that the entire staff is working at full potential. It was also noted that Jessica Younger has rotated off as Chairman of the Property Committee and that Rob Barrick is the new Chairman.

Alice Nichols reported that Bill McKibben's presentation on March 10 went well. Anne Stevenson reported that attendance at the Wednesday evening classes was good, especially the training for Cathedral Guides, offered by Fletch Coke. She said they were looking forward to the Epiphany Dancers performing at the Tenebrae service with the choir on Wednesday April 19 at 6:00 p.m.

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Susie Ries, Membership Care Liaison, reported that the Web site Committee would meet this month.

Drew Goddard, Outreach Committee Liaison, stated that it was understood that the Global Missions Committee would be designating the Easter Offering and they would let the Vestry know as soon as they had determined the recipient.

Clergy/Staff Time. The Dean noted that since Curtis Allen had resigned in the fall there was a need for another priest. Lionel Gilmer has been asked to become our Priest Associate to serve on Sunday only during the school year. He must become canonically resident in the Diocese before he can start his work here.

There was no Old Business.

New Business. The Dean noted that Charlie Cook, father of our Jr. Warden, would be honored at the St. Luke's Celebration dinner on May 1. Vestry members should let the Dean know if they would be interested in attending the dinner as a group. He noted the Holy Week schedule had been sent in the packets and that the next Vestry meeting would be Monday, April 24, 2000 the day after Easter.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 24th day of April 2000.

Greer Broemel, Clerk

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Minutes of the Vestry Meeting
Christ Church Cathedral
April 24, 2000

In Attendance:

David Waller, Sr. Warden	Greer Broemel	
Charlie Cook, Jr. Warden	Tom Kanaday	Susie Ries
Alice Nichols	Mark Kelly	Gina Lodge
George Masterson	Ellen Wright	Bill Coke
Bella Stringer	Drew Goddard	Jamie Kyne

Clergy Present: The Very Rev. Kenneth Swanson
 The Rev. Canon Geoffrey Butcher
 The Rev. Canon Anne Stevenson

The monthly meeting of the Vestry of Christ Church Cathedral was held on Monday April 24, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. Alice Nichols offered the meditation.

The Minutes of the March 27, 2000 meeting of the Vestry were approved as corrected.

The Dean noted that the First Quarter Financial Report had been mailed to each member and that the financial situation was good. Jan Pate had sent a memo to all Vestry members saying that she was available to explain the budget process and the financial reports in detail for any member wishing to have a more detailed explanation. The Vestry was asked to respond directly to Jan about attending this session.

The Dean reported that the Capital Campaign was coming together well. The response had been heartening to him and there was great feedback from the newsletter. To date we have \$2.2 million pledged from 37 families. Bill Coke said the Dean had done a good job on his part of the fund raising. The rest of the packets describing the details of the Campaign would be mailed in the coming week.

Bill Coke, Personnel/Property Cluster Liaison, noted that John Payne, one of our sextons, is now on disability due to illness. The Vestry is invited to a Property Committee meeting to hear a presentation about repairs needed for the stained glass windows on Tuesday, May 30th at 12:00 noon. The appraisal for insurance on the altarware and other ecclesiastical and secular property has been completed. The Vestry authorized this last year. He also reported that the sound system was brought up to standards in both the church and the Parish Hall.

Alice Nichols, Spiritual Formation Liaison, said the Tenebrae service went well and that a new service for Holy Week, 5:15 p.m. on Good Friday, was well attended. She mentioned that the other services during Holy Week went well.

Susie Ries, Membership Care Liaison, reported that the Web site Committee did not meet this month. The Parish Fair will be held on Pentecost.

Drew Goddard, Outreach Committee Liaison, stated that the Easter Offering had been designated for the Amistad Mission in Bolivia.

Warden's Time. Sr. Warden, David Waller, said that we should vote on a budget for the cost of running the Capital Campaign. He made a motion to set a budget of \$20,000, including \$12,000 for the special event and \$8,000 for printing and music, above and beyond the previously approved \$87,000. Charlie Cook seconded the motion and the motion carried.

David Waller made a motion to increase the amount budgeted for the financial audit from \$7,000 to \$9,000. Charlie Cook seconded the motion and the motion carried. It was pointed out that this had been approved and recommended by the Property Committee.

David Waller told the Vestry that Tom Foster, the organ consultant, had been invited to the next Vestry meeting to answer questions about the design of the organ and related issues that will affect the sound and operation of the organ. Some of the issues regarding the acoustics and the space in the balcony must be resolved before the organ is designed. It was noted that the letter from the Dean to Mark Lively dated May 10, 1999 which was sent with the Agreement for the construction of the organ, had clearly stated that the balcony would not be extended and that Lively needed to design the organ to fit in the existing balcony along with 35 choir members. It was thought to be important to clear this up, as Kern Hinton, the architect, seemed to be under the assumption that the balcony was to be extended. It was agreed that we would postpone the meeting with Tom Foster indefinitely.

Clergy/Staff Time. The Dean explained some of the issues concerning the two bishops who have broken away from the Episcopal Church. The main points of disagreement centered around the issue of sexuality. This schism could have an effect in our diocese.

The Dean also mentioned that he was working on hiring a new Priest Associate to assist with services in the summer.

Michael Velting is planning on taking his three-month sabbatical he had postponed from last year and one month of vacation. It is possible that the Choirmaster from Yorkminster Cathedral may come to Christ Church Cathedral during part of Michael's absence.

Old Business. The Dean noted that three tables of people from the Cathedral would be attending the St. Luke's dinner honoring Charlie Cook on May 1.

New Business. The Dean noted upcoming dates including Parish Weekend Away for this weekend. The Capital Campaign Celebration Sunday will be May 7 at 10:00 a.m. and Katie Ries will be preaching for Youth Sunday on May 21.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 22nd day of May 2000.

Greer Broemel, Clerk

/Greer/Minutesapri2000

Minutes of the Vestry Meeting
Christ Church Cathedral
May 22, 2000

In Attendance:

Charlie Cook, Jr. Warden	Greer Broemel	Frances Corzine
Jamie Kyne	Tom Kanaday	Susie Ries
Drew Goddard	Mark Kelly	Gina Lodge
George Masterson	Ellen Wright	Bill Coke

Clergy Present: The Very Rev. Kenneth Swanson
 The Rev. Canon Geoffrey Butcher

Also Present: Jan Pate, Treasurer

The monthly meeting of the Vestry of Christ Church Cathedral was held on Monday May 22, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. The Dean gave an outline of an Anglican vision, noting that the controversy with the dissenting bishops and the long term effects of their actions centers on the issue of authority and the sources of authority for Anglicans. The Dean expressed serious concerns for the future of the church as a whole and our diocese.

The Minutes of the April 24, 2000 meeting of the Vestry were approved as presented.

Jan Pate noted that the meeting for vestry members to learn more about the details of our financial reports and the budget would be on May 23, 2000. She said she would try to set another meeting in June for those who could not make the May meeting. Jan reported that we are in very good financial shape, with our income over and our expenses under expected amounts. She noted that she would like to separate the Capital Campaign funds separated from other income and expenses.

Finance and Stewardship. Mark Kelly had no report, as the Stewardship Committee will meet later this month.

The Dean reported that the Capital Campaign had been very successful, bringing in \$5,209,797.00 in pledges. So far 353 pledges have been received, with the average pledge being \$13,555.00. The next step is to appoint an Implementation Committee. The vestry must set priorities and move quickly to set up this committee.

Bill Coke, Personnel/Property Cluster Liaison, noted that the church is working to help John Payne with his finances during his illness. The Vestry was reminded to attend a

presentation about repairs needed for the stained glass windows on Tuesday, May 30th at 12:00 noon. He also mentioned that the air conditioning was not working in the Bank Annex Building. Bill distributed a written report at the meeting.

Susie Ries, Membership Care Liaison, distributed a written report at the meeting. Joanne Knight is the new chair of the Nurture Committee. The Communications Committee has met and reported that the Pictorial Directory was coming along well with distribution scheduled for late summer.

Drew Goddard, Outreach Committee Liaison, stated that the Easter Offering was \$13,245.00 and had been designated for the Amistad Mission in Bolivia and the summer mission to Ecuador. Norman Beale will be the guest preacher on May 28, 2000. June 10 would be a workday for the West Nashville Community Development Partnership. This group will be working on housing and community projects on the second Saturday of each month through October.

Clergy/Staff Time. The Dean proposed that Philip Moore, Choir Director from Yorkminster Cathedral be invited to come to Christ Church during Michael Velting's sabbatical. He would be asked to conduct a diocesan choir festival in February. The Dean would like to offer him air transportation, a car and housing while he is here. Jamie Kyne made the motion to invite Dr. Moore to Nashville and explore ways to pay him pending approval of the Finance Committee. Bill Coke seconded the motion and the vote was favorable.

The Dean announced that he is considering ways of working the adult choir into the 8:30 am services on Sundays. This could be done by adding a few soloists or simply having each choir switch services on some Sundays.

The Dean presented an outline of information about Sabbatical Priests. The National church suggests we work with one country, and it has been suggested that this country would be Liberia. The Global Missions Committee has been working on a proposal and suggests two 6-month terms per year. The Dean feels this is too much for our volunteers and would recommend a 9-month term (January through September) with three months off each year.

The Global Mission Committee would be responsible for some of the costs, but it is important to commit to a budget item for this program. If we are going to do this planning should begin soon. The target date to start is January 2001. The costs to consider are \$1500.00 per month stipend and round-trip airfare for the priest and spouse.

We would also provide housing with utilities paid, use of a car, medical insurance for priest and spouse and other privileges. The clerical responsibilities and eligibility requirements are outlined on the report distributed by the Dean.

Old Business. The issue of the Priest Associate is still being discussed.

New Business. The Dean noted upcoming dates including trips taken by the youth during the week of June 5th Pentecost will be June 11 and a newcomer's reception and Parish Fair will also be held that day. There has been a suggestion to move the Parish Fair to September to capture some of the enthusiasm of the fall for our committees and volunteer jobs.

Youth Sunday went well and Katie Ries did a great job on the sermon. It was mentioned that there might be more we can do to include youth, especially high school students in the life of the church. The idea of having a youth representative on the Vestry was discussed. The Dean agreed to ask Meredith Bressoud to research how the J2A program includes youth in leadership roles in the church. Diocesan rules may require vestry members to be a certain age.

The Dean said he will be gone on June 26 but someone else would preside.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 26th day of June 2000.

Greer Broemel, Clerk

/Greer/Minutesmay2000

Minutes of the Vestry Meeting
Christ Church Cathedral
June 26, 2000

In Attendance:

Charlie Cook, Jr. Warden	David Waller, Sr. Warden	Frances Corzine
Jamie Kyne	Tom Kanaday	Alice Nichols
Mark Kelly	Gina Lodge	Greer Broemel
George Masterson	Ellen Wright	Bill Coke

Clergy Present: The Rev. Canon Anne B. Stevenson
The Rev. Canon Geoffrey Butcher

Also Present: Francis Eagle, Property Manager

The monthly meeting of the Vestry of Christ Church Cathedral was held on Monday June 26, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. Alice Nichols gave the Meditation.

The Minutes of the May 22, 2000 meeting of the Vestry were approved as corrected.

Francis Eagle reported on the need for new Sunday School classrooms. A proposal was made to build two new rooms in the open space currently available in the Annex Building. The cost of two rooms would be \$35,307 and four rooms would be \$39,078. A building permit would be \$350.00 more. The decision to build these rooms needs to be made quickly as they need to be ready for September. The Property Committee and the Executive Committee of the Finance Committee declined to recommend the expenditure so that the Implementation Committee could discuss this. After much discussion, Frances Corzine made the motion to explore the feasibility of building new stairs and entryway to the basement of the Annex Building, bringing the building up to codes. Bill Coke seconded the motion. Part of the problem with the building has been that the restrooms are in the basement. Because there is only one access into the basement the restrooms could not be used. Improving the entry and access to the basement will allow use of the existing rooms that are in good shape. The vestry voted in favor of the motion to explore this possibility. David Waller said the funding for this should come from the Capital Campaign Funds.

Under other Personnel/Property issues, Bill Coke said all the windows other than stained glass had been washed inside and out.

Francis Eagle said that because of problems with trespassers leaving large amounts of trash in the church parking lot, he had started chaining off the lot. One Chain

had been stolen. He has met with the police and we will be put on the patrol for Broadway and Second Avenue. We had to agree to allow police to make arrests on our property. He has installed new chains for the weekend night and they seem to be effective.

Francis also reported that our sexton John Payne had stopped chemotherapy and was hanging on. He had been baptized in Christ Church recently. He has asked that his funeral be held at the Cathedral as well. The Dean asked the Vestry to pay the house note on John's house as long as he lives there. The payments are about \$850.00 per month. After some discussion on how to handle these payments, Tom Kanaday made a motion to authorize advancing payment on the house note, on a secured basis if practicable, in an amount sufficient to forestall foreclosure. Jamie Kyne seconded the motion. It was also mentioned that a cap should be put on the total to be spent to solve the problem. It could not be determined exactly how much this would be. The Vestry will refer this matter to the Finance Committee to determine a source of funding for the house payments. The motion was voted upon favorably.

It was suggested that Jean Alcantara attend the Vestry meetings and that the Finance Committee meet more often to cover issues that are scheduled to be on the Vestry agenda

The Gilbert Cox funeral was paid. This a budget variance for the line "Employee Assistance" and also needs to be sent to the Finance Committee.

Bill Coke presented a written report from the property Committee, noting that a company will be recommended for the stained glass restoration in July. Also the Dean has requested that a sexton be available in the cathedral at all times the building is open.

Francis Eagle will prepare a schedule to determine the cost of this and present this to the Finance Committee.

Vestry Time.

Finance and Stewardship. Mark Kelly passed out a written report, noting that the next Finance Committee will be held on July 19, 2000. The Chairmen of the Stewardship Campaign have met with the Dean and agreed that the campaign will be "low key".

Francis Corzine noted that the Vestry should decide on the make up of a new Implementation Committee. A list of suggested names had been circulated to the Vestry before the meeting. After much discussion, Tom Kanaday made the motion to appoint one large committee with several subcommittees to work on various issues, and charged ultimately with presenting recommendations for implementing the Master Plan to the Vestry. The committee would also be charged with reviewing and recommending revisions to the Master Plan. Further, that this committee would have nine members, including the Wardens and two other vestry members and will create implementation subcommittees as needed. This motion was voted upon favorably. George Masterson made the motion to allow the Wardens to pick from the names on the list as discussed and to give authority to the Wardens to add to the list if needed.

Tom Kanaday seconded this motion and the vote was favorable.

Bill Coke, Personnel/Property Cluster Liaison, noted that the church is working to help John Payne with his finances during his illness. The Vestry was reminded to attend a presentation about repairs needed for the stained glass windows on Tuesday, May 30th at 12:00 noon. He also mentioned that the air conditioning was not working in the Bank Annex Building. Bill distributed a written report at the meeting.

Geoffrey Butcher reported on the Communications Committee recommendation to hire Jim Bressoud to design and develop the Cathedral web site. His proposal includes finishing the existing web site and training existing staff to update the site once it has been established. This recommendation should be sent to the Finance Committee and the Dean for final approval. Tom Kanaday made the motion to accept the committee's recommendation. George Masterson seconded the motion and the motion carried.

Warden's Time. David Waller presented a resolution thanking all members of the Capital Campaign for their work. Jamie Kyne made the motion to adopt this resolution and Gina Lodge seconded the motion. The vote was unanimous in favor of the motion.

Clergy/Staff Time. Geoffrey Butcher reported that Catherine Snell is retiring from her duties as chef for the Vestry dinners.

The Commission on Ministry has turned down Alice Nichols as a Postulant for Holy Orders. The Dean intends to continue his dialogue with the Bishop concerning this.

Old Business. The Dean is in communication with Philip Moore, Choir Director from Yorkminster Cathedral. There will be details at the July Meeting.

Sabbatical Priests. The Dean hopes to meet with the Archbishop of Liberia at the General Convention to discuss details of this program.

The Canons seem to negate having teenagers on the Vestry. Anne Stevenson offered to consult with Meredith Bressoud on other ways to include youth in the leadership of the Cathedral.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 24th day of July 2000.

Greer Broemel, Clerk

Minutes of the Vestry Meeting
Christ Church Cathedral
July 24, 2000

In Attendance:

Charlie Cook, Jr. Warden	David Waller, Sr. Warden	Frances Corzine
Jamie Kyne	Tom Kanaday	Alice Nichols
Mark Kelly	Greer Broemel	Ellen Wright
Bill Coke	Bella Stringer	Drew Goddard

Clergy Present: The Rev. Canon Anne B. Stevenson
The Rev. Canon Geoffrey Butcher

Also Present: Francis Eagle, Property Manager and Jean Alcantara, Financial Administrator

The monthly meeting of the Vestry of Christ Church Cathedral was held on Monday July 24, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. Alice Nichols gave the Meditation.

The Minutes of the June 26, 2000 meeting of the Vestry were approved as corrected.

Jean Alcantara gave the Financial Report. The interest on investment income is being studied a recommendations are expected soon. Several items, which are considered deferred maintenance, have been taken care of, causing the property management line item to appear to be out of line. There will be other recommendations for building improvements or deferred maintenance from Francis Eagle, Property Manager.

Mark Kelly, Finance and Stewardship cluster liaison, asked Tom Kanaday to report on the items the Vestry had sent to the Finance Committee.

- 1) \$5000.00 had already been spent on the Cox funeral. The Finance Committee recommends that this be charged to Administrative Support/ Staff Support. Excess revenues can cover the small amount over budget.
- 2) \$1500.00 for the website can be covered under the existing line item, Administrative Support/Computer Consultant.
- 3) Insurance or a second mortgage could secure payments for the sexton's house note. It could also come from large memorial fund and be repaid later.
- 4) The cost of engaging of Lionel Gilmer as Priest Associate was limited, so this can be covered under Salaries/Honoraria-Guest Preacher without a budget variance.
- 5) Finance Committee recommends that the request for Sabbatical Priest be put in next year's budget.

Tom reported that there was a concern that we were not getting as much income from investments as we should be. Members of the Finance Committee will be working with Union Planter's and others to increase the rate of return. The Committee will look at both the performance of the endowment fund and the interest on cash accounts.

Drew Goddard made a motion to ask the Finance Committee for a recommendation on investment interest before the September meeting. Ellen Wright seconded the motion and the motion carried.

The building repair fund (10% of the Master Plan funds) has not been used and the Property Committee has been asked to develop guidelines for use of the fund so that approval is not necessary for every project.

It was reported that the Executive Committee of the Finance Committee would be having monthly meetings prior to the Vestry meetings to make recommendations. This may help solve some of the problems with timing on financial issues.

Frances Corzine reported that the Mater Plan Committee has eight members so far and they are waiting to hear from others. The are: David Waller, Charlie Cook, III, Mark Kelly, Drew Goddard, Marian Ott, Tara Armistead, Beverly Sanders and Bob McNeilly.

Bill Coke, Property and Personnel cluster liaison reported that the Property Committee has recommended the firm of Stained Glass Resources, Inc. to restore and preserve the stained glass windows in the Cathedral. The study done by this firm pointed out several problems that we had not known about. Bill presented the Vestry with a copy of the stained glass condition report and a list of comments from several churches that had been pleased with their work. The Wheel window must be repaired first to be ready for the placement of the organ. The cost will be \$250,000.00 to repair windows listed as high and moderate priority. The process will take approximately two years. Bill made the motion to accept the recommendation of the Committee and Charlie Cook seconded the motion. The motion carried. The wardens will appoint a committee to oversee this work.

Mr. Coke next reported that the class room construction on the bank annex building was more complicated than we had originally thought. The codes deficiencies are greater and thus the cost would be greater to renovate the basement and access. The cost would be closer to \$200,000.00 with all that is needed. Bill Coke recommended building the two new classrooms upstairs in the bank annex building at a cost of about \$35,300.00. David Waller seconded the motion and the vestry voted in favor of the motion to build the class rooms and authorize Francis Eagle and Rob Barrick to meet with the Codes officials and the Fire Marshall's office to get a building permit and occupancy permit. (SEE ATTACHED NOTE)

The Property Committee also recommended that the Vestry give two of the chancel lights that hung in the Nave prior to 1992 and are no longer in use to St. Ann's Episcopal Church for their new building. Bill Coke made the motion to give the lights to St. Ann's and David Waller seconded the motion. The motion carried.

Bill Coke also made the motion to accept the recommendation of the Property Committee to sell the Hermann Miller office panel systems that have been in the basement of the bank annex building. Jamie Kyne seconded the motion and the motion carried.

Alice Nichols, Spiritual Cluster liaison reported that there are a full slate of adult Education courses for the fall. There is a proposal in the works to have the Epiphany Dancers "in residence" at the Cathedral and to produce a series of "First Friday" liturgies, beginning in October. There will be more on this at the August meeting. Meredith Bressoud is in the process of hiring two interns to help with the Jr. and Sr. EYC this fall. Alice distributed a written report to the Vestry.

Drew Goddard reported that there would be an Outreach Fair on Sunday September 10, 2000. Charlie Strobel and Becca Stevens had talked with Carrie Rayson about the possibility of using space at Christ Church Cathedral for downtown day care for infants and toddlers.

TNT had a showing of over 1000 people and 21 members of Cathedral attended. They were complimented for assisting MTA re work the bus schedule and for the work TNT has done in getting after school daycare in neighborhoods.

The Dean gave his report of the General Convention and gave the Vestry copies of his sermon as a report. This report is attached to and is a part of these minutes.

Old Business. The Dean reported that he met with the Most Rev. Edward Neufville, Archbishop of Liberia at the General Convention. We are looking for priests who are in need of restoration to come for sabbatical. The Global Missions committee has housing, transportation while in Nashville and airfare donated. The project would require a budget item of \$22,500.00 for a stipend and insurance. This is being set up to occur between April and December of 2001. It is believed that concentrating our efforts on one country could have more impact on their diocese and be simpler for us to administer. The Dean will be working on final plans for this as a budget recommendation for the coming year.

The Dean is still negotiating with Philip Moore, Choir Director from Yorkminster Cathedral. He noted that more music would be added to the 8:30 service in the fall.

New Business. The Vestry asked that they receive a copy of the Stewardship Committee Report.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 28th day of August 2000.

Greer Broemel, Clerk

SPECIAL NOTE: The Vestry voted by e-mail, fax and voice vote to increase the amount spent to \$70,000 rather than the \$35,000 originally voted on. 13 favorable votes were received and no members did not respond.

Minutes of the Vestry Meeting
Christ Church Cathedral
August 28, 2000

In Attendance:

Charlie Cook, Jr. Warden	George Masterson	Susie Ries
Jamie Kyne	Tom Kanaday	Alice Nichols
Mark Kelly	Greer Broemel	Ellen Wright
Gina Lodge	Drew Goddard	

Clergy Present: The Very Rev. Kenneth Swanson
 The Rev. Canon Geoffrey Butcher

Also Present: Francis Eagle, Property Manager and Jean Alcantara, Financial Administrator, Jan Pate, Treasurer

The monthly meeting of the Vestry of Christ Church Cathedral was held on Monday August 28, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. Alice Nichols gave the Meditation.

The Minutes of the July 24, 2000 meeting of the Vestry were approved as corrected.

Jan Pate distributed the Audit Report and noted that it was a clean audit with the usual note about not capturing all our capital assets on the balance sheet. The monthly financial report shows that we have a good cash position.

Jean Alcantara presented a proposed Budget Request form and proposed process for budget requests. It was agreed that the ideas were good and that Jean would rewrite the text to eliminate the extra step. It seems that we need a way to have a six-month review to incorporate ideas in mid-year. One way to handle this would be to build in a contingency fund large enough to handle these new ideas and requests.

Mark Kelly, Finance and Stewardship Cluster Liaison, noted that there would be a report on the performance of the interest on the endowment and return on the cash balance at the September meeting as requested.

The Stewardship Committee met on August 18th and agreed to conduct a low key direct mail campaign, using the narrative budget and the church bulletin to inform the parish about the need for annual giving as distinguished from the Capital Campaign.

Master Plan Committee members are: David Waller, Charlie Cook, III, Mark Kelly, Drew Goddard, Marian Ott, Tara Armistead, Beverly Sanders and Bob McNeilly and Martin Shofner. The committee has met and they are planning a retreat to get organized.

Francis Eagle reported for the Personnel and Property Cluster that he would

suggest we adopt an emergency evacuation procedure with the addition of the requirement that someone should know CPR and First Aid. He would take this back to the Property Committee for their recommendation.

The Property Committee had recommended that we discontinue permit parking in the Bank Annex lot during the week because of the need for parishioners to park there. The income from the parking permits had been \$2,000.00 a month. George Masterson made the motion to discontinue parking permit sales beginning October 1, 2000 and Ellen Wright seconded the motion. The motion carried.

Alice Nichols, Spiritual Cluster liaison reported that the clusters would meet in September. The Epiphany Dancers will perform a series of "First Friday" liturgies in October, November and December. They have received funding from an outside source to produce these services.

The Pictorial Directories are ready and will be distributed September 10 and 17.

Francis Eagle reported that we have signed a contract with Jim Bressoud to upgrade the website and change the web site hosting company. Jim will work with the Cluster groups to get feed back and suggestions for the site. The staff will be able to change the site and add events in house.

The Steven Ministers retreat will be September 22 - 24.

Drew Goddard reported that there would be an Outreach Fair on Sunday September 10, 2000.

Clergy/Staff Time. The Dean gave a proposal for restructuring his sabbatical and job description.

Old Business. The Archbishop of Liberia has already chosen a priest to spend his sabbatical here. The Dean has invited Archbishop Neufville to come visit with us to preach and speak at the Christian Education hour.

The Dean proposes to add some adult voices to enhance the children's choir at the 8:30 services. The adults would sing alto and tenor with the children's soprano voices on a trial basis. This will have a cost of \$250.00 per service. Jamie Kyne made the motion to spend this amount from the music budget as a budget variance and Alice Nichols seconded the motion. The motion carried.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 25th day of September 2000.

Greer Broemel, Clerk

Minutes of the Vestry Meeting
Christ Church Cathedral
September 25, 2000

In Attendance:

Charlie Cook, Jr. Warden	George Masterson	Susie Ries
Jamie Kyne	Alice Nichols	Ellen Wright
Bill Coke	Greer Broemel	
Gina Lodge	Drew Goddard	
David Waller, Sr. Warden	Bella Stringer	

Clergy Present: The Very Rev. Kenneth Swanson
 The Rev. Canon Geoffrey Butcher
 The Rev. Canon Anne Stevenson

Also Present: Francis Eagle, Property Manager and Jean Alcantara, Financial Administrator, Jan Pate, Treasurer, Tom Steele, Chairman of the Finance Committee

The monthly meeting of the Vestry of Christ Church Cathedral was held on Monday September 25, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. Alice Nichols gave the Meditation on Lancelot Andrews.

The Minutes of the August 28, 2000 meeting of the Vestry were approved as corrected.

Tom Steele, Finance Chairman was asked to give his report on the income from interest on the endowment. He explained the Episcopal Endowment Corporation (EEC) and how it handles the \$2.4 million in Christ Church funds. He passed out written materials and a letter to the participants from Buist Richardson, President of the Episcopal Endowment Corporation. Tom explained that the corporation was run by a group of advisors not SunTrust Bank. The endowment totals about \$24 million and consists of 45% stocks and 55% bonds. In January of 2001 this will shift to 65% stocks and 35% bonds and the fund will begin management on a total return basis. The payout rate will be 5% to the participants, paid on a quarterly basis. Tom recommended that the vestry take no action regarding participation in the EEC at this time, but study the information and seek advice from directors of the EEC who are also members of our parish, Charles Robinson and Pete Stringer. He offered to answer any questions or concerns the vestry members had. He pointed out that the return has been acceptable and the funds of an institution should not, in his estimation, be handled in the same way we would handle an individual account, but we should be able to do better.

Jean Alcantara, Financial Administrator, reported that an investment account had been opened at Charles Schwab for holding and distribution of Capital campaign funds. This should give a higher return than would accrue if kept in other Cathedral accounts.

Jean also gave a report from the Stewardship Committee. The Stewardship campaign will begin the 2nd week of October. The Vestry was asked to help with follow up calls.

David Waller reported on the Master Plan II. The committee planned a retreat for October 6 and 7 to establish community, discuss the decision making process, to schedule interviews and elect a chair. Bill Coke will be the contact for the stained glass restoration. David Waller and Bill Maxfield will meet with WASCO to discuss the exterior stone work. The Vestry asked David Waller to name a secretary for the Implementation Committee.

Bill Coke gave a summary of the recommendations on protective glazing for the stained glass windows and the contract for restoration. He said that the company Stained Glass Resources, Inc. recommends protective glazing only for the Tiffany windows. Decisions must be made about the order in which the windows will be removed and cleaned. Removal would begin in February and the windows would be gone for approximately six months. Bill Coke made a motion to approve a contract with Stained Glass Resources, Inc. for \$242,100.00. Ellen Wright seconded the motion and the vote was favorable. It was further agreed that the Implementation Committee should recommend the order of repair and removal and that the schedule for restoration of the windows should be in the Bulletin.

Francis Eagle reported that he had received a final estimate on the cost of renovating the Annex Building for additional classroom space. The final estimate turned out to be about \$44,000 more than the rough estimate, due to the codes requirements. These include requirements such as a ramp and wider sidewalk at the door, improving the entrances and restricting access to areas not in compliance with codes, i.e., the basement. The cost will be \$114,414.00 or \$118,947.00 with the recommended additions. Bill Coke made the motion to approve the expenditure and Alice Nichols seconded the motion. The vote was favorable.

Bill Coke Personnel and Property Committee Liaison, lead a discussion of the new sabbatical proposal for the Dean. The Personnel Committee voted to recommend the Vestry adopt the changes requested by the Dean. No action was taken on this. Coke also included a copy of the Organizational Chart in his written report.

Alice Nichols, Spiritual Cluster liaison distributed a written report and noted that there was a serious space issue with the classrooms on Sunday mornings. The adult education classes were shaping up and she reminded the Vestry of the First Friday Liturgy to take place at 7:30 on October 6th.

Susie Ries reported that the new member committee had discussed ideas about how best to make newcomers feel welcome and how Vestry members can help with this on Sunday mornings.

Drew Goddard reported that Carrie Rayson is working on the prospect of weekday childcare in the Cathedral for infants. It is possible that the Bethlehem Center

may be in need of this service in our building. The issues of liability and access to the space will be explored before a recommendation is made to the Vestry.

The Global Missions Committee is interested in exploring a relationship with a rural church in the companion Diocese of Littoral. Next year's medical mission to

Ecuador will be expanded to include an eye clinic and other kinds of treatment along with the dental clinic offered in the past. The Diocese of West Tennessee is interested in joining our efforts.

The Dean reported that the mission trip to Bolivia, originally scheduled to leave this week had to be cancelled due to political unrest in the country and city where they would have been travelling.

David Waller noted that the Vestry elections would be held in November. Current Vestry members will be in charge of the election and should be thinking of candidates to nominate.

Clergy/Staff Time. The Dean distributed a letter summarizing his thoughts on the incident with the Diocese and Terry Cushingberry. The upshot from this incident is that the Cathedral must make sure that they get background checks for all employees and that staff and vestry members receive training in sexual abuse awareness and avoiding sexual harassment.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 23rd day of October 2000.

Greer Broemel, Clerk

Minutes of the Vestry Meeting
Christ Church Cathedral
October 23, 2000

In Attendance:

Charlie Cook, Jr. Warden	George Masterson	Susie Ries
Jamie Kync	Alice Nichols	Ellen Wright
Bili Coke	Greer Broemel	Frances Corzine
Gina Lodge	Drew Goddard	Mark Kelly
David Waller, Sr. Warden	Bella Stringer	Tom Kanaday

Clergy Present: The Very Rev. Kenneth Swanson
 The Rev. Canon Geoffrey Butcher
 The Rev. Canon Anne Stevenson

Also Present: Francis Eagle, Property Manager, Jean Alcantara, Financial Administrator, Jan Pate, Treasurer, Tom Steele, Chairman of the Finance Committee and Cary Rayson, Chairman of the Outreach Committee

The monthly meeting of the Vestry of Christ Church Cathedral was held on Monday October 23, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. Alice Nichols gave the Meditation.

The Minutes of the September 25, 2000 meeting of the Vestry were approved as corrected.

Tom Steele, Finance Chairman asked Vestry members to convey their ideas about the programs to be funded in the budget very shortly, as the budget hearings would begin in November. He reported that the Finance Committee recommends leaving the money now invested in the Episcopal Endowment Fund. He feels that if we stay in close touch with the managers of the EEC, that we will be in a better position to effect change in the shape of the portfolio. He said that the shift to more value oriented stocks that pay dividends is a step in the right direction. The fund has moved to a larger percentage of stocks, rather than bonds. He also said he hopes those in a position to call a meeting together to change the composition of the portfolio will do so more often than twice a year as has been the practice. No action was taken, thus following the recommendation to keep the money in the EEC.

Cary Rayson, Chairman of the Outreach Committee presented a proposal from the Outreach Committee to allow Bethlehem Centers of Nashville to provide daycare services during the week for infants and toddlers at the Cathedral. Cary noted that the Bethlehem Center has a very strong reputation in Nashville and operates two other downtown day care sites. There is a great demand for daycare for children under 15 months old and the space that is unused during the week in the Cathedral would be an excellent site as well as offer outreach opportunities for our parishioners. Cary pointed out that our space must be inspected by the daycare licensing counselor and that Ridley

Wills of The Wills Company had inspected the space and had given an estimate of the cost of the work required. It was noted that an outdoor play space was one of the requirements. Furnishings for the space would also be required.

The Dean suggested that a committee of Cary Rayson, Drew Goddard, Becky Rochford and Francis Eagle make a detailed plan and come back to the Vestry. Cary said she would explore the possibility of partial foundation funding for the project.

Mark Kelly, Finance and Stewardship Liaison reported that the Stewardship Campaign was going well and on target compared to results of prior years.

David Waller reported that the Implementation Committee had their retreat on October 6 and 7 and will meet again on October 28 to discuss hiring an architect.

Balcony Extension. A letter from Organ Consultant, Tom Foster outlined the past actions taken on the issue of extending the balcony to accommodate a new organ once the structural repairs have been made. While the Vestry voted not to extend the balcony, the issue has come up again because it is time for the organ builders to begin design on the instrument. After prolonged discussion, the Vestry maintained their original position that there would not be a balcony extension. The Dean was asked to convey this to Mark Lively so he could begin his design.

David Waller reported that we have an opportunity to buy a nearby piece of property. The Cathedral has been looking for possible property to expand our land base for years. The property in question is on the corner of Eighth and Commerce, and includes a 50-space parking lot we now use on Sunday. It is owned by the Baptist Sunday School Board. The BSSB will vote on whether to accept an offer of \$1 million. Bill Coke made the motion to direct the Implementation Committee to pursue the possibility of buying this property at 129 8th Ave N, with 37,680 square feet, three floors and three elevators. Tom Kanaday seconded the motion and the motion carried. A fact sheet about this property was handed out.

Bill Coke, Personnel and Property Committee Liaison, reported that the Property Committee would meet Wednesday, October 25 to look at the sample of the stone cleaning. One of the possible contractors for the exterior stonework had done a test panel on the stone to see how much material it will take to clean it. Also, there had been some delay in the Annex building classroom construction.

Alice Nichols, Spiritual Cluster liaison, reported that the First Friday service held on October 6th went well with 175 in attendance with very little advertisement. The next service will be on November 3.

Drew Goddard, Outreach liaison, reported that it was hoped the Sabbatical priest would be funded through the regular budget. He said the Amistad Mission in Bolivia would need more money this year. The Finance Committee had asked for clarification on calculating the percentage of the budget that was allocated to Outreach. It had been pointed out that the designated holiday offerings were always allocated to Outreach and that these amounts should be included in the percentage, especially in the desire to reach the goal of 10% of the budget to Outreach.

The consensus of the Vestry was that we had specifically stated that 10% of the operating budget would be allocated to Outreach. We cannot budget for the designated offerings and while we realize and appreciate the fact that the total comes to much more than 10%, we contend that would be a mistake to budget for this money just because we know it is there. Drew was asked to convey this to the Finance Committee.

Bill Coke reminded the Vestry that St. Luke's has begun a program of assigning each parish to be a partner with a block in its service area.

David Waller noted that the Vestry elections would be held November 26th and December 3rd. The Annual meeting will be held on November 26th and there will be absentee voting.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 27th day of November, 2000.

_____ Greer Broemel, Clerk

Minutes of the Vestry Meeting
Christ Church Cathedral
November 27, 2000

In Attendance:

Ellen Wright	George Masterson	Susie Ries
Jamie Kyne	Alice Nichols	Mark Kelly
Bill Coke	Greer Broemel	Bella Stringer
Drew Goddard	David Waller, Sr. Warden	

Clergy Present: The Very Rev. Kenneth Swanson
The Rev. Canon Geoffrey Butcher
The Rev. Canon Anne Stevenson

Also Present: Francis Eagle, Property Manager, Jan Pate, Treasurer and Cary Rayson, Chairman of the Outreach Committee

The monthly meeting of the Vestry of Christ Church Cathedral was held on Monday November 27, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. Alice Nichols gave the Meditation.

The Minutes of the October 23, 2000 meeting of the Vestry were approved as corrected.

Cary Rayson, Chairman of the Outreach Committee presented a draft lease between the Bethlehem Center and the Cathedral to deal with providing daycare services during the week for infants and toddlers at the Cathedral. Cary noted that she had worked with Drew Goddard and Francis Eagle on this proposal. It was noted that a playground specialist has volunteered his time to assess the outdoor play space. She was asked to check with Rob Barrick regarding code requirements. Bill Coke made the motion to approve proceeding with the proposal to establish a relationship with Bethlehem Center, in which they would provide day care at the Cathedral for infants and toddlers. Jamie Kyne seconded the motion and the vote was favorable.

Jan Pate, Treasurer, noted that we are in good shape financially. Geoffrey Butcher discussed the working 2001 budget, noting that the Vestry should realize the cuts would have to come from proposed increases over this year. He announced said the budget meeting of the Finance Committee on December 6th at 5:30 p.m. The projections they work with are generated by Jean Alcantara and are very important in being able to accurately set a budget, based on pledges.

Susie Reis made a motion to commend Jean for her fine and diligent work in overseeing the details of the Christ Church Cathedral finances. Her careful work has made the decision making process of the Vestry not only possible but has enabled us to do more with our money because we had an up to date and accurate picture of our finances at all times. Bill Coke seconded the motion and the resolution commending Jean passed unanimously.

Mark Kelly, Finance and Stewardship Liaison reported that the Stewardship Campaign continued to be ahead of last year and on target to exceed the goal of \$1,375,000.00.

Master Plan II. David Waller reported that the Implementation Committee's Baptist Building subcommittee, consisting of Elizabeth Nichols, Chair, Rob Barrick, Francis Eagle, Walker Mathews, Ben Page, Martin Shofner, Tom Steele, Ridley Wills, Tom Cato and Gerry Nicely would meet on Wednesday, Dec. 6th to make a recommendation to the Implementation Committee on whether or not to buy the Hathcock building. The architectural/engineering report has been completed and it was noted that \$25,000 earnest money is due January 9th. The Implementation Committee would be meeting Friday, December 8th to review the recommendations for this building.

Note: On November 29, 2000 the Vestry approved by voice and fax and e-mail to pay up to \$10,000 for an appraisal and environmental assessment on the Hathcock Building.

Bill Coke stated that Tom Foster the organ consultant has resigned. He distributed a chronological list of Tom Foster's work on advising the organ committee, the organist and his work helping us communicate with the organ builder, Lively-Fulcher. This list is attached to and made a part of these minutes. Coke reports that Mark Lively is coming to see the space for which he will be designing. It is hoped that Lively will be able to be here before Michael Volting's sabbatical in the spring, otherwise the delivery for the organ may be pushed back to 2004.

Francis Eagle reported that the Property Committee had met with Wasco, Inc. to see a sample of the treatment on the exterior stone. They recommend contracting with Wasco to repaint, clean and restore the exterior stone on the Cathedral building for \$560,000. The job is expected to take 18 months and will begin in February 2001. Other necessary repairs will also be made. Bill Coke made a motion to accept the Property Committee's recommendation to contract for exterior stone cleaning and incidental repairs not to exceed a cost of \$560,000.00. Ellen Wright seconded the motion and the vote was favorable.

Note: On December 5, 2000 the vestry voted to increase the amount allowed for the Wasco contract to "not to exceed" \$590,000 instead of \$560,000 by fax, voice and e-mail.

Francis reported that the Property Committee also had approved a contract with Verdin Bell Company to install a digital controller for bells and an angelus in the services.

No youth minister has been found and it does not appear we will be able to find a candidate soon. Jo Dee Prichard has resigned as cook. We are nearly ready to hire a replacement. The Vestry commends the work Jo Dee has done in preparing meals for our meetings.

A discussion followed regarding hiring policies and the need to balance security and liability with hiring and compassion.

Alice Nichols, Spiritual Cluster liaison, reported that the Anne Stevenson and the two student interns were working hard with the Youth Committee. Alice made the motion that the Vestry commend Ann Walker-King for her terrific job in helping keep the Youth program going and for stepping in especially with the other parents and the EYC activities in the absence of a Youth Minister. Susie Ries seconded the motion and the motion carried unanimously.

The second of the First Friday services was held on November 3rd and again was well attended. Alice also distributed a written report.

Susie Ries, Spiritual Formation cluster liaison reported that it had been proposed that new members of the church be assigned a sponsor family. The inks program may be extended for helping with food and Baptism information for families with new babies.

It was also reported that Ann Olsen would be coordinating the work on the Website.

Drew Goddard, Service Ministries Cluster liaison, reported that the Service Ministries Committee had recommended the Thanksgiving offering be designated for the Reconciliation program and the Christmas offering be designated for the Respite Care Center at the Campus for Human Development. Drew Goddard made the motion to accept the Committee's recommendation and George Masterson seconded the motion. The vote was favorable.

The Global Missions Committee has indicated that their highest priority for the coming year's budget is funding for the sabbatical priest from Liberia.

David Waller noted that the Vestry elections would be held this week, November 26th and December 3rd. The Annual meeting will be held on November 26th and there would be absentee voting. The Vestry was asked to sign up for times to work at the voting booth. The Vestry Retreat will be January 5th and 6th.

David Waller made a motion to nominate Charlie Cook as Sr. Warden and Susie Ries as Jr. Warden for the coming year. Bill Coke seconded the motion. The Election will continue at the next meeting and nominations remain open.

Dean Swanson noted that John Payne, our sexton, had died. The funeral and visitation would be Wednesday, November 29th at the Cathedral.

Alice Nichols made a motion to hold the next Vestry meeting on December 18. Jamie Kyne seconded the motion and the vote was favorable.

The Dean noted the schedule of services for Christmas, including Sunday December 24 at 10:00 a.m., 4:30 p.m. and 11:0 p.m. The service for World Aids Day coincides with the December First Friday service. The Bishop will visit the Cathedral on December 10th at 11:15 a.m.

Old Business. David Waller made a motion that the Dean's current sabbatical arrangements be eliminated.

New sabbatical time would be as follows: One month of sabbatical per year taken each year in the summer in conjunction with annual vacation;

The intent is the Dean would be in Nashville on the Sunday, Monday and Tuesday around each of the two Vestry meetings that he would ordinarily miss due to his vacation and sabbatical times. He would be available for the Sunday services, Vestry meeting and staff meeting;

This method is to be followed for three years to be assessed in February of 2003 to determine whether this is a satisfactory arrangement. Bill Coke seconded the motion and the vote was favorable.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 18th day of December, 2000.

Greer Broemel, Clerk

Minutes of the Vestry Meeting
Christ Church Cathedral
December 18, 2000

In Attendance:

Ellen Wright
Jamie Kyne
Gina Lodge
Drew Goddard

George Masterson
Alice Nichols
Greer Broemel
David Waller, Sr. Warden

Susie Ries
Mark Kelly
Bella Stringer

Clergy Present: The Very Rev. Kenneth Swanson
 The Rev. Canon Geoffrey Butcher
 The Rev. Canon Anne Stevenson

Also Present: Francis Eagle, Property Manager, Jan Pate, Treasurer, Newly elected vestry members, Charlie Wray, Cary Rayson and Tom Steele.

The monthly meeting of the Vestry of Christ Church Cathedral was held on Monday December 18, 2000 at 6:15 p.m. at the Cathedral. It was determined that a quorum was present and the meeting was opened for the transaction of business. Alice Nichols gave the Meditation.

The Minutes of the November 27, 2000 meeting of the Vestry were approved as corrected.

Cary Rayson, Chairman of the Outreach Committee presented a draft lease between the Bethlehem Center and the Cathedral to deal with providing daycare services during the week for infants and toddlers at the Cathedral. Cary noted that she had worked with Drew Goddard and Francis Eagle on this proposal. It was noted that a playground specialist has volunteered his time to assess the outdoor play space. She was asked to check with Rob Barrick. Bill Coke made the motion to approve proceeding with the proposal to establish a relationship with Bethlehem Center, in which they would provide day care at the Cathedral for infants and toddlers. Jamie Kyne seconded the motion and the vote was favorable.

Tom Steele, Finance Committee Chairman, presented a revised budget proposal. He pointed out that we are \$148,000 ahead of last year in pledges. He requested that we approve the budget as presented by the Finance Committee, reflecting actual pledges and cuts to the previously discussed "wish list" budget of \$137,963. He asked to return in February to request that the cut items be restored if the pledges do come in as anticipated. The budget does include a 2% discount for the possibility of non-payment of pledges. David Waller made the motion to accept the proposed budget and Alice Nichols seconded the motion. The motion carried and the budget was approved as presented.

Mark Kelly, Finance and Stewardship Liaison reported that the Stewardship Campaign continued to be ahead of last year and that calls to those who we usually pledge, but have not done so will be made in January.

In accordance with Section 107 of the Internal Revenue Code, David Waller made the motion to designate the following as the housing allowance for the clergy of the Cathedral for 2001:

Ken Swanson	\$31,000
Anne Stevenson	\$28,000
Geoffrey Butcher	\$28,000

Susie Ries seconded the motion and the motion carried.

Master Plan II. David Waller reported that the Implementation Committee has recommended that the Vestry purchase the Hathcock Building and adjacent parking space for \$1,000,000. He presented a packet including the appraisal and financing options. Kem Hinton, architect for the Master Plan has reviewed drawings of the building and demonstrated several ways the building will provide us room for growth and extensive flexibility.

The appraisal showed the building to be worth \$1,290,000. The packet included a list of modifications to Phase I of the Master Plan. These modifications mean delaying some of the planned Phase I expenditures into Phase II and to put these funds, about \$1,455,000 into the purchase and rehab of the building. To ultimately make the whole building useable would cost about \$2 –3 million, cheaper than building an entire new building in the parking lot as had been suggested by the Master Plan. Putting this building into our plan will change the focus of the Implementation Committee and we will need an new Master Plan to consolidate this building with renovations to the current church buildings.

Gina Lodge made the motion to authorize the Sr. Warden to enter into negotiations to purchase the Hathcock Building, contingent upon the following:

- 1) Favorable environmental assessment
- 2) Modifications of Phase I as per recommendation by the Implementation Committee
- 3) Performance of normal “due diligence” on purchasing the property, i.e., a title search. Alice Nichols seconded the motion and the motion carried.

David Waller made the motion to authorize our Finance Administrator, Jean Alcantara to swap a Christ Church Cathedral check for the check Brad Reid had written to hold the property. Alice Nichols seconded the motion and the motion carried. The vestry also thanked Brad Reed for his generosity and work in securing the opportunity to purchase the Hathcock Building.

Personnel and Property. Based on a recommendation from the Capital Campaign Committee, David Waller made the motion to hire Kem Hinton to do the detailed drawings of the balcony, as required by the organ builders. Jamie Kyne seconded the motion and the motion carried. It was noted that Bill Coke’s letter to the Vestry had been sent prior to the meeting. The contract with Wasco, Inc. for exterior stone cleaning had been signed. Francis Eagle reported that the storage trailer and scaffolding had been moved onto the church property and that the Stained Glass Resources project had been moved up to mid-January to coordinate the construction work. Three or four windows at a time will be removed for cleaning.

The Dean pointed out that rate for health insurance for the staff is going to increase by 25% in July. He is in the process of discussing self-insurance and wants to pursue a plan with a third party administrator. This will go before the Personnel and Property Committee for a recommendation to the Vestry.

Anne Stevenson reported that a youth minister, Ms. Cait Black, has been found. She will be joining the staff in February. Jo Dee Prichard has resigned as cook. Her replacement has been found as of this evening in Courtney Loving. She is a professional chef with her own catering business.

Susie Ries reported for the Membership Care cluster that they were still working on ideas to welcome visitors to the Cathedral.

Drew Goddard, Outreach Cluster liaison, reported that the Service Ministries and Global Missions committees thanked the Vestry for the 10% budget allotment.

David Waller announced that the Vestry Retreat would be January 5th and 6th at Montgomery Bell State Park. .

David Waller made a motion to nominate Charlie Cook as Sr. Warden. Alice Nichols seconded the motion and Charlie Cook was elected by acclamation. David Waller made the motion to elect Susie Ries as Jr. Warden for the coming year and Alice Nichols seconded the motion. Susie Ries was elected by acclamation.

The Dean noted the schedule of services for Christmas:

Sunday December 24th at 10:00 a.m., 4:30 p.m. and 11:00 p.m.

Monday, December 25th at 10:00 a.m.

Sunday December 31st at 10:00 a.m.

The offices will be open for most of that time with a skeleton staff.

There will be a benefit concert for Room in the Inn Tuesday, December 19. Donations may be made at the door.

Old Business.

It was announced that Anne and Ken would take care of organizing help for the Chef, JoDee Prichard, according to Vestry guidelines. JoDee will be having triplets in March and there are many ways the parish can be of assistance.

New Business. The slate of delegates nominated for the Diocesan Convention is as follows:

Delegates: Charlie Cook, Senior Warden
 Susie Ries, Junior Warden
 David Waller, Immediate Past Senior Warden
 Dave Goetz
 Marian Ott

Alternates: Dick Lodge
Randy McCathren
Julia Landstreet
Mark Kelly
Cary Rayson

Jamie Kyne made the motion to elect the slate as presented. Ellen Wright seconded the motion and the slate was elected unanimously.

Alice Nichols nominated Dick Lodge for the Standing Committee. Ellen Wright seconded the motion and the vote was unanimous to name Dick Lodge for the Standing Committee.

The Vestry received a very positive letter from Joanne Knight regarding the First Friday services.

There being no further business to come before the Vestry, the meeting was adjourned.

Dated this 18th day of December 2000.

Greer Broemel, Clerk

Alice Nichols, Spiritual Formation Liaison, said the Tenebrae service went well and that a new service for Holy Week, 5:15 p.m. on Good Friday, was well attended. She mentioned that the other services during Holy Week went well.

Susie Ries, Membership Care Liaison, reported that the Web site Committee did not meet this month. The Parish Fair will be held on Pentecost.

Drew Goddard, Outreach Committee Liaison, stated that the Easter Offering had been designated for the Amistad Mission in Bolivia.

Warden's Time. Sr. Warden, David Waller, said that we should vote on a budget for the cost of running the Capital Campaign. He made a motion to set a budget of \$20,000, including \$12,000 for the special event and \$8,000 for printing and music, above and beyond the previously approved \$87,000. Charlie Cook seconded the motion and the motion carried.

David Waller made a motion to increase the amount budgeted for the financial audit from \$7,000 to \$9,000. Charlie Cook seconded the motion and the motion carried. It was pointed out that this had been approved and recommended by the Property Committee.

David Waller told the Vestry that Tom Foster, the organ consultant, had been invited to the next Vestry meeting to answer questions about the design of the organ and related issues that will affect the sound and operation of the organ. Some of the issues regarding the acoustics and the space in the balcony must be resolved before the organ is designed. It was noted that the letter from the Dean to Mark Lively dated May 10, 1999 which was sent with the Agreement for the construction of the organ, had clearly stated that the balcony would not be extended and that Lively needed to design the organ to fit in the existing balcony along with 35 choir members. It was thought to be important to clear this up, as Kern Hinton, the architect, seemed to be under the assumption that the balcony was to be extended. It was agreed that we would postpone the meeting with Tom Foster indefinitely.

Clergy/Staff Time. The Dean explained some of the issues concerning the two bishops who have broken away from the Episcopal Church. The main points of disagreement centered around the issue of sexuality. This schism could have an effect in our diocese.

The Dean also mentioned that he was working on hiring a new Priest Associate to assist with services in the summer.