

Vestry Minutes
Christ Church Cathedral
Nashville, TN
Monday, 12/20/2010

Vestry members present: John Bridges, Catherine Clark, Susan Dupont, Dave Goetz, Hal Johnson, Mary Herbert Kelly, Steve Lasley, Sandra Merritt, Tobi Nolan, Susie Ries, Sandy Sanders, Scott Smith, Scott Viebranz, John Whitaker, Marie Yeagle

Vestry Members of the incoming class of 2013 present: Denise Bentley, JoDee Pritchard, Anne Walker-King, Tyler Yarbro

Others in attendance: Timothy Kimbrough, Gene Manning, Anne Stevenson, Mark McQueen

Dean Kimbrough called the meeting to order.

Meditation—John Bridges offered the meditation.

Approval of Minutes

Dave Goetz moved and Hal Johnson seconded his motion. The minutes were unanimously approved.

Old business –

Stewardship for 2011

Scott Viebranz reported that as of this week, 519 pledges had been received totaling \$1.7 million; the number of pledges is down from 581 in 2010. He asked Vestry members to follow up with call lists by January 2, 2011 when a letter will go out from Dean Kimbrough to families who pledged last year and have not pledged this year.

Tameron and Scott will meet in early January to re-cap and begin plans for next year's campaign. They will be looking for a new co-chair who can participate throughout 2011.

Outreach formula guidelines

Mark McQueen presented the Finance Committee's recommendation clarifying CCC's policy on determining the portion of the annual budget for distribution by the Outreach Committee:

The Vestry has established a policy that 10% of the budgeted pledge income line item and the budgeted line item for offerings and contributions to go to Outreach.

Resolved, the CCC Vestry adopts the recommendation of the Finance Committee.

The motion was made by Hal, seconded by Scott Smith and unanimously approved

A recommendation was also made to clarify the process of determining the designation of special collections, such as Easter, Christmas and Thanksgiving, Two versions of were presented to the Vestry.

Finance Committee revision:

Special collections, { such as Easter, Christmas, and Thanksgiving} are initiated and designated by the Vestry, often upon the recommendation of the Outreach Committee. The Vestry has determined that while these collections result in contributions result in contributions to outreach agencies, they are not counted in the 10% as defined above.

Outreach Cluster revision:

Special collections, { such as Easter, Christmas and Thanksgiving} are recommended by the Outreach Cluster and designated by the Vestry, { often upon the recommendation of the Outreach Committee} . The Vestry has determined that while these collections result in contributions to outreach agencies, they are not counted in the 10% as defined above.

An amendment to the Outreach Committee revision was suggested:

Special collections, { such as Easter, Christmas and Thanksgiving} are designated by the Vestry upon the recommendation of the Outreach Committee.

The amendment was moved, seconded and unanimously approved.

Resolved, the CCC Vestry adopts the amended policy revision stating that “*special collections { such as Easter, Christmas and Thanksgiving} are designated by the Vestry upon the recommendation of the Outreach Committee. The Vestry has determined that while these collections result in contributions to outreach agencies, they are not counted in the 10% as defined above.*”

The resolution was moved, seconded and unanimously approved.

GreenFaith Initiative

Dean Kimbrough expressed his hope that the GreenFaith initiative would be before Vestry for a vote in January and asked members if they had any remaining questions.

A number of questions and concerns about cost, requirements, the nature/length of commitment to and expected results from GreenFaith were raised.

Dean Kimbrough suggested using language of “discernment” to describe what would be happening through GreenFaith and referred the Vestry to the request made to the sustainability committee to develop a policy for CCC.

Dean Kimbrough asked Susie Ries and Mary Herbert Kelly to brief Barbara and Jane on the Vestry’s discussion and ask them to come back to the Vestry in January with a follow up presentation.

Election of a 2011 Clerk of the Vestry

Diocesan canons require that the Vestry elect a Clerk, but such person need not be a member of the Vestry. Catherine Clark reported that Sally Kanaday agreed to be nominated to serve as Vestry Clerk for 2011.

Resolved, the CCC Vestry nominates Sally Kanaday to serve as the Vestry Clerk for 2011.

The motion was made by Catherine Clark, seconded by Hal; and unanimously approved.

Anna Russell Kelly (paperwork)

A duplicate copy of diocesan paperwork for Anna Russell Kelly was signed by members of the Vestry.

Cluster Ministries

Finance Committee (work to date on 2011 General Fund budget

The Finance Committee reported that the budget is ahead year to date because of pledge, offerings and endowment income. There was an additional distribution payment of \$32,000 from the endowment fund. The year will still close with a deficit but one that is smaller than anticipated; perhaps under \$100,000.

Resolved, the CCC Vestry moves to accept the report of the Finance Committee.

The motion was made by Catherine, seconded by Susie Ries, and unanimously approved.

General Fund Budget proposal

Mark McQueen presented the 2011 budget assumptions, income and expenses.

Income

- Pledge income kept at same level as 2010 budget
- Offerings and Contributions raised to 2010 year-end projection levels
- Endowment income raised by \$20,000
- Interest/other income lowered to \$3,000

New expense requests included in this draft, totaling \$14,250 were received from the following groups:

- Communications
- Earth Ministries
- Finance Committee (for membership and conference attendance in the Consortium of Endowed Episcopal Parishes)
- Adult Education

Other notes

- “belt-tightening” reductions made in all departments
- 3rd priest budgeted to start in June
- \$33,000 “mortgage” expenses redirected
- 2011 Fair Share to Diocese of \$262,741
- \$4,000 budgeted for Seminarian support in 2011
- No staff pay increases
- CCC to cover increase in staff medical and dental insurance portion to total approximately \$1,500

Dean Kimbrough noted that the Vestry is asked to adopt a budget based on assumptions before December 31, 2010. He advised that the Vestry’s action will be provisional and that the Finance Committee would close any gap in the budget that exists after December 31, 2010.

John Bridges moved to appoint a REVIEW committee to negotiate closing the budget gap (if needed) with members to include the vestry liaison to the Administrative Cluster, wardens, and chair of the Finance Committee; Sandra seconded the motion.

Susie moved to amend the motion and expand the committee to include all vestry cluster liaisons. Anne Walker-King seconded the motion.

Sandy Sanders called the question, and it was affirmed.

The vote on the amendment failed.

Resolved, the CCC Vestry moves to adopt the 2011 provisionally, pending any adjustments necessary to close a budget gap and to appoint a Review Committee. The Committee is charged to negotiate closing such gap, and will be comprised of

the wardens, vestry liaison to the Administrative Cluster, and the Finance Committee Chair. The outgoing Senior Warden will convene the review committee.

The motion made by John Bridges and seconded by Sandra Merritt was unanimously approved.

Outreach cluster—2011 grant proposals

The Outreach cluster presented its 2011 budget and grant proposals totaling \$130,000. The committee noted receiving requests in the amount of \$182,500.

The motion was moved by Mary Herbert moved and seconded by Scott.

Questions were raised as to whether the Vestry is to acknowledge or adopt the budget.

Hal suggested that the Vestry approve projected allocation with specific grant amounts to be based on the CCC budget as of 12/31/10.

Mary Herbert and Scott withdrew their motion.

Resolved, the CCC Vestry accepts the allocation recommendation of the outreach committee, with final amounts pending review of the committee based on budgeted income as of 12/31/10.

The motion was moved by Dave, seconded by John Bridges and unanimously approved.

New business

Clergy housing exclusions

Mark presented three resolutions affirming use of a provision of IRS that allows a portion of a cleric's salary to be used to provide a home. The cleric reports that number to an administrator annually.

The Rev. Canon. Anne Stevenson. Resolved, that during the calendar year 2011 100% of Canon Stevenson's cash compensation (through March 15) is designated for her housing exclusion. No other designations have been requested by the Canon Stevenson.

The resolution was moved by Hal, seconded by Dave and unanimous approved.

The Very Rev. Timothy E. Kimbrough. Resolved, that during the calendar year 2011 \$60,000 of Dean Kimbrough's cash compensation is designated for his housing exclusion. Additionally, \$4,000 are designated for his Medical Reimbursement. These monies shall be disbursed under an Accountable Plan as described by the IRS. Requests for reimbursement shall be accompanied by a receipt and made within 60 days of incurring the expense. Any funds remaining in these accounts at year's end shall revert to the General Fund.

The Rev. Gene Manning. Resolved, that during the calendar year 2011 \$38,000 of the Rev. Gene Manning's cash compensation is designated for her housing exclusion. No other designations have been requested by the Rev. Ms. Manning.

The motion was made by Hal, seconded by Dave and unanimously approved.

CCC Treasurer

Dean Kimbrough reported that Diocesan canons require a CCC to have a Treasurer, but noted that it has not had one for several years.

Questions were raised about how the Treasurer function, and the issue was placed on a future agenda.

Announcements

Hal reported a disbursement from the estate of Miriam Smith to CCC roughly in the amount of \$3,500.

Hal also reported that CCC is a member of the Board of Trustees of the Good Shepherd Trust, created in 1986 to help sick and handicap. Also on the Board of Trustees are St. Anne's and Church of the Advent. He recommended that there be an annual report of the trust following Diocesan Convention.

Adjourn.