

Vestry Minutes
September 26, 2016
Christ Church Cathedral

Vestry Members Present

Ellen Wright (Senior Warden), David Berndt, Sam Bessey, Trey Caroland, Don Dawson, Michael Hasty, Tameron Hedge, David Morton, Caroline Rossini, Roger Moore, Katy Sheesley, Arnold Malcolm, Monica Urness, Jon Stanley

Vestry Members Absent

Donald McKenzie, Junior Warden

Clergy Members Present

The Very Rev. Timothy Kimbrough, Dean, The Rev. Canon Gene Manning, The Rev. Matthew Lewis

Other Members Present

Dale Maxfield, Mark McQueen, Anna Grimes Noser

Opening Prayer

The Very Rev. Timothy Kimbrough led the opening prayer.

Meditation

Roger Moore gave the meditation.

Approval of July Minutes

The minutes of the June meeting were approved with changes. (Bessey, Berndt).

Finance Committee Report

Review of committee report and approval of financial statements – Dale Maxfield presented the Finance Committee report. (Income and expense: Bessey, Malcolm; balance sheet: Bessey, Malcolm). There is a positive variance to budget of \$18,707. This is a result of a favorable \$1,618 variance in income being added to a \$17,088 positive

variance in budgeted expenses. Cash reserves remain just below 25 percent on a moving average basis.

There was some discussion about developing a one page overview of significant parish budget statistics, such as attendance, status of meeting the pledged budget, etc.

The Cathedral has received the annual audit from Crosslin and Associates. Damien Wynn presented it to the Finance Committee. Mr. Wynn reported that the financial statements were presented fairly and the changes in its net assets and its cash flows for the years 2014 and 2015 ended in accordance with the modified cash basis of accounting. The auditor had no recommendations as to our financial procedures and accounts.

The Vestry voted to receive the audit. (Bessey, Urness).

The Cathedral received gift from the estate of Peter Fyfe of \$25,350: \$20,350 will go to Endowment, and \$5,000 to the 2016 budget. The Vestry received it as a cash gift from the estate of Peter Fyfe as above (Moore, Wright).

Old Business

Strategic plan update – Scott Hoffman gave the strategic plan update. He underscored the amount of energy and time members of the Strategic Plan committee have devoted to the plan. By the time of a scheduled January briefing, the committee will have a vision of what phases will occur and when. Also at the meeting, a draft report will be presented with operating and capital budgetary implications. From there, working groups will be formed to address actionable items in the timeline.

Sound system update – The Finance Committee met to examine the audio system. Following a discussion, the Vestry adopted the following resolution:

Resolved that the CCC Vestry, following the recommendation of the Treasurer and Finance Committee, appropriate up to \$115,000 for the purpose of upgrading the Nave sound system. Project authorization may proceed with the advice and counsel of the AV committee, informed by the receipt of three separate vendor bids, and the permission of the Vestry officers. (Malcolm, Bessey). The motion was approved with one recusal (Berndt).

New Business

Facilities Survey – Senior Warden Ellen Wright briefed the Vestry on the process of conducting a facilities assessment. This is both connected to and separate from the strategic plan process.

An estimate of \$17,330 has been provided by facilities management consultant ISES. This does not include a detailed roof assessment. The Finance Committee has recommended that funding for this assessment would be derived from the corpus of the 10 percent fund.

There was some discussion around the bidding process. Following this discussion, the Vestry adopted the following resolution:

Resolved that on recommendation of the Finance Committee, the Vestry approved a ceiling of \$17,330 for the purpose of procuring a facility condition assessment. These monies are to be paid from the corpus of the 10 percent Maintenance Fund. They are to be expended only after the receipt of 3 bids and with the recommendation of the Property Committee, the Campus Implications working group of the Strategic Planning committee, and the authorization of Vestry officers. (Bessey, Hasty)

Senior Warden's Report – Senior warden Ellen Wright called attention to a report made by Ellen and Anna Grimes Noser regarding their visit to Houston's Christ Church Cathedral. She also drew attention to several Cathedral events and encouraged Vestry participation and support. They include an Oct. 14 Open House at the Episcopal School of Nashville, a concert by St. Martin's Voices, and the Nashville CARES walk on Oct. 1.

Dean's Report – Dean Kimbrough called the Vestry's attention to the various inquiries being made as to the land, which currently holds Parking Lot C. He recommended the formation of a standing committee that would be tasked with imagining development opportunities for the lot. Any project would be self-funding. At the October meeting, he will present, for Vestry approval, a list of potential members, as well as the task envisioned for the committee.

The Vestry approved Deacon Roger Saterstrom's authorization as a signatory to the Deacon's discretionary fund (Urness, Rossini).

The Vestry selected Donald McKenzie and Don Dawson to anchor the Vestry nominating committee.

He also highlighted several developments in our Parish Life:

The Pledge Drive is officially underway as of today. He is grateful to Trey Talley and Jill Meese for chairing the Pledge Drive.

The Vestry will select delegates to the Annual Diocesan Convention at the October Vestry meeting. Christ Church is hosting the Convention in January.

We continue to look at ways to meet and further our relationship with Gordon United Methodist Church, especially as regards the involvement of youth and adults in each congregation.

Dean Kimbrough also gave an update on the status of four seminarians in our orbit: Molly Hardin, Melinda Balsler, Megan Gwaltney and Charles Hall.

The Dean requested that Vestry officers recommend a designee for the Thanksgiving offering. It was initially intended for the school in Haiti, but he would like to put that on hold out of concerns for suspected financial mismanagement.

Addendum – Housing Designation for The Rev. Matthew Lewis

Resolved, that during the calendar year 2016 30% of the Assistant to the Rector's cash compensation is designated for his housing exclusion. No other designations have been requested by the Reverend Mr. Lewis.

Adjourn

With no further business to attend to, the meeting was adjourned.

Respectfully submitted,

Anna Grimes Noser, Clerk