

**Christ Church Cathedral
Vestry Minutes
October 22, 2018**

Vestry Members Present

Roger Moore (Senior Warden), Win Bassett, Wyeth Burgess, Catherine Clark, Charlie Cook III, Tameron Hedge, Becca Ingle, Mary Herbert Kelly, Ken King, Anna Rodriguez Masi, David Morton, Gibson Prichard, Katy Sheesley

Vestry Members Absent

Caroline Rossini (Junior Warden), Trone Sawyer

Clergy Members Present

The Very Rev. Timothy Kimbrough, Dean & Rector; The Rev. Matthew Lewis, Assistant to the Rector; The Rev. Lissa Smith, Associate for Pastoral Care and Cathedral Life

Other Members Present

Hal Johnson, Mark McQueen, Tyler Yarbro, Marie Yeagle

Opening Prayer

Dean Kimbrough led those assembled in an opening prayer.

Meditation

David Morton delivered the meditation.

Approval of the September Minutes

The minutes of the September 24, 2018 Vestry meeting were approved, with corrections (Ingle, Hedge)

Finance Committee Report

Mark McQueen presented the Finance Committee Report. The income and expense reports were approved (Sheesley, Moore), and the balance sheet was approved (Sheesley, Morton). The Finance Committee is satisfied with the Cathedral's financial performance thus far in 2018, inasmuch as it has recorded a positive variance to budget of \$37,214. This is a result of a favorable variance to income of \$17,967, coupled with a favorable variance in budgeted expenses of \$19,247. Cash reserves remain at

approximately 22.95% of budgeted expenses on a 12 month moving average, slightly below the target of 25%.

Income and Expenses. Pledges, offerings, and contributions as of September 30th are \$11,096 over budget compared to \$32,910 over budget through August 31st. Christian Education income and Sacred Space income are over budget, while Lay Ministries income and Music Contributions are under budget. Salaries and Benefits expense, Lay Ministries expense, and Music Program expense are all under budget, while Administrative Support expense, Christian Education expense, and Financial/Stewardship expense are all over budget.

Capital Campaign. The Finance Committee reviewed the Capital Campaign expenses incurred from October 2017 through September 2018. Those expenses total \$204,733.51. The Capital Campaign budget has been revised to reflect additional costs and savings. The revised budget for fiscal year 2018 is \$272,820, and for fiscal year 2019, \$143,290, for a grand total of \$407,610. Through September, the total amount pledged for the Capital Campaign is \$2,137,762, of which, \$66,429 has already been received in income. An additional income amount of \$99,865 has been credited to the Capital Campaign, for a total through September of \$166,294. Each month, the Finance Committee will review the Capital Campaign expenditures and report to the Vestry.

2019 Pledge Drive. Marie Yeagle reported to the Finance Committee on the status of the Pledge Drive through October 8th. As of that date, \$495,334.50 had been received in pledges. Sixty-two pledges had increased, eight pledges had decreased, and 49 pledges stayed the same, compared to the previous year. A total of 128 pledges had been made as of October 8th, of which nine were new pledges. The Finance Committee thanked Marie for all her hard work and commended her on the good start to the pledge drive.

Sewanee Capital Campaign. After much discussion, the Finance Committee is recommending a gift of \$50,000 to the Sewanee Capital Campaign Fund. The total Campaign goal is \$200 million, and three other churches have contributed so far. The Finance Committee recommends that the Cathedral's donation come from the Opportunity Fund. That fund at present has some \$111,000 in it, and the donation would reduce it to the low \$60,000 range, but by the start of 2019, the fund would be replenished to a level of some \$100,000, which would be sufficient to fund a curacy for the Cathedral, should that option be pursued. The Vestry members discussed the Finance Committee's recommendation at length, and it was agreed that a final decision would be made at the November Vestry meeting. It was noted that the Vice Chancellor of Sewanee will be visiting the Cathedral on November 11th and will make a presentation during the Dean's Forum.

Parishioner Bequest. With the passing of Charles Robinson this spring, the Cathedral received a bequest of \$103,070.57 from the Charles H. and Susanne W. Robinson Charitable Trust, to go to the Cathedral's endowment fund. The Finance Committee

recommends that the bequest be placed in the endowment fund, and that \$9,000.00 be transferred from the endowment fund to complete Mr. Robinson's 2018 Annual Fund pledge, with the remaining balance of \$94,070.57 to be transferred to the Cathedral's Capital Campaign fund. A motion was duly made and seconded (Masi, Burgess) to approve the recommendation of the Finance Committee, and after considerable discussion of the motion, a motion to table the pending motion for one month was duly made and seconded (Prichard, Ingle), and unanimously approved. A subsequent motion to approve that part of the Finance Committee's recommendation to transfer the sum of \$9,000.00 from the endowment fund to complete Mr. Robinson's 2018 pledge was duly made and seconded (Ingle, Masi), and unanimously approved.

2019 Annual Pledge Drive Report

Marie Yeagle, co-chair of the 2019 Annual Pledge Drive, reported on the progress of the pledge drive. As of October 22, 2018, a total of 207 pledges have been made, in the total amount of \$868,235.50. This represents an average pledge of \$4,194.37, the first time that the average pledge has exceeded \$4,000. Of the 207 pledges made, 98 increased, 13 decreased, and 83 remained the same compared to the 2018 pledges by the same pledging units. There were 13 new pledges, totaling \$25,080, for an average new per unit pledge amount of \$1,929.23. Dean Kimbrough thanked Marie for arranging the Sunday testimonials, which have been quite inspirational. Marie asked the Vestry for its help in making calls to parishioners with outstanding pledges for 2019.

Capital Campaign Update

Hal Johnson provided an update on the progress of the Capital Campaign. To date, we have received 48 pledges, totaling \$2,305,000, yielding an average pledge of \$48,000. The list of parishioners with whom major gift conversations are warranted has grown. Hal and Dean Kimbrough have already visited with about 55 households, and there may be as many as 100 parishioners who are potential donors in the \$20,000 to \$50,000 range. Hal hopes to wrap up that phase of the campaign by December 1st. Responses have been very positive so far. A draft of a new campaign brochure for use in the broader appeal has been prepared by the Marlowe Kirkpatrick firm.

Implementation Committee Report

Tyler Yarbrow gave a report on the recent work of the Implementation Committee. The focus of late has been on the selection of an architectural firm. The Campus Concerns working group identified, from responses to the RFQ, four firms to be interviewed. Over the course of two weeks, the committee members met with each of the firms for one to one and one-half hours each, and the members then met after each session to discuss their impressions. At the end of all four interviews, the individual members ranked the firms, and two clear first and second choices emerged. References provided by those two firms are being checked. The Implementation Committee desires to begin

negotiations with the “preferred” firm (the number one choice) as soon as possible. After considerable discussion, a motion was made and seconded (Sheesley, King), and unanimously approved, to adopt the following resolution:

Resolution No. 1

***Resolved*, that the Christ Church Vestry charge Burgin Dossett (representative of the work completed thus far by Campus Concerns) and Tyler Yarbrow (lawyer and chair of the Implementation Committee) with the task of negotiating a proposed contract with the preferred architectural firm (as recommended by the Campus Concerns working group of the Implementation Committee, pending successful completion of the references check). A proposed contract with the architectural firm shall be submitted to the Vestry at its regularly scheduled November 2018 meeting for action.**

The Vestry then took up the matter of the creation of a Building Committee to monitor and oversee the work of the architect selected to carry out the bricks and mortar aspect of the Strategic Plan. After considerable discussion, a motion was made and seconded (Clark, Prichard), and unanimously approved, to adopt the following resolution:

Resolution No. 2

***Resolved*, that the Christ Church Vestry direct the Vestry Officers to chart a plan for the completion of the work of the Campus Concerns working group and the creation of a Building Committee. The plan should include a timeline, a clear milestone for the end of Campus Concerns’ work, a recommendation for the membership of the new Building Committee, and recommendations for a chair, individual membership, and decision-making guidelines; and be it further**

***Resolved*, that the plan shall be reported to the Vestry by Vestry officers at the regularly scheduled November 2018 meeting of the Vestry.**

Designation of Thanksgiving and Christmas Offerings

Upon recommendation of the Grants Committee, the Vestry has previously designated the Christmas offerings to go to the Family Reconciliation Center. The Grants Committee has recommended that the Thanksgiving offerings go to the Episcopal Relief & Development Fund. Upon motion duly made and seconded (Cook, Masi), the Grants Committee’s recommendation for the designation of the Thanksgiving offerings was unanimously approved.

Election of Delegates to the Annual Convention

Dean Kimbrough advised that the Cathedral is authorized to send six delegates to the Annual Diocesan Convention, two of whom are to be the Senior and Junior Wardens. Thus, it is necessary for the Vestry to elect four additional delegates, and to elect six

additional alternate delegates as a pool to choose from in the event that one or more elected delegates are unable to attend. The floor was opened to nominations of persons for those positions. The following persons were nominated by the Vestry: Win Bassett, Catherine Clark, Charlie Cook III, Elise Dugger, Adam Hutson, David Morton, Gibson Prichard, Rondal Richardson, Susie Ries, and Marie Yeagle. Dean Kimbrough advised the Vestry members to submit, by email to the Clerk of the Vestry, the names of four persons from the nominee list to fill the delegate positions, with the understanding that the top four vote-getters would become delegates, and the remainder of the nominees would become alternates. The delegate roster will be announced after the votes have been submitted and tabulated.

Selection of Vestry Members for 2019 Nominating Committee

Dean Kimbrough explained that the process for the selection of a five member nominating committee for candidates for the five new Vestry seats that will come open at the beginning of next year is as follows: the Rector picks two members of the five-member committee, the Senior Warden picks one member, and the remaining two members are selected by lot from among the non-warden members of the Vestry whose terms are expiring at the beginning of next year. The two Vestry members selected by lot for the Nominating Committee were Tameron Hedge and David Morton. The Dean and Senior Warden will announce their selections in due course.

Dean's Report

Dean Kimbrough impressed upon the Vestry members the importance of turning in their annual pledges as soon as possible. He also reminded the Vestry that this coming Saturday is the Diocese's Day of Prayer, and that the Cathedral will hold Morning Prayer at 7:15 a.m. and Evening Prayer at 5:15 p.m. This past Thursday, the Bishop met with the clergy of the Diocese to explain his ideas on same-sex marriage. He is planning to present his letter on marriage to the Diocese in due course.

Adjournment

There being no further business to discuss, the meeting was adjourned with a blessing by Dean Kimbrough.

Respectfully submitted,
Ken King, Clerk