

**Christ Church Cathedral
Vestry Minutes
October 28, 2019**

Vestry Members Present

Gibson Prichard (Senior Warden), Catherine Clark (Junior Warden), Win Bassett, John Bridges, Wyeth Burgess, Charlie Cook III, Becca Ingle, Mary Herbert Kelly, Ken King, Anna Rodriguez Masi, Jill Meese, Trone Sawyer, Pete Stringer, Varina Willse, Ellen Wright

Clergy Members Present

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

Others Present

Dale Maxfield, Treasurer

Opening Prayer

Dean Kimbrough led those assembled in an opening prayer.

Meditation

Win Bassett delivered the meditation.

Approval of the September Minutes

The minutes of the September 23, 2019 Vestry meeting were approved, as corrected. (Wright, Sawyer)

Finance Committee Report

Treasurer Dale Maxfield presented the Finance Committee Report. The Income and Expense Reports were approved (Stringer, Meese), and the Balance Sheet was approved (Stringer, Sawyer). The Finance Committee is satisfied with the Cathedral's financial performance thus far in 2019, inasmuch as it has recorded a positive variance to budget of \$53,598. This is a result of a favorable variance in income of \$13,788 being added to a positive variance in budgeted expenses of \$39,810. Cash reserves remain at approximately 23.88% of budgeted expenses on a 12-month moving average, which is slightly below the target of 25%.

Income and Expenses. Pledges, offerings, and contributions as of September 30th are \$28,299 over budget, compared to \$4,366 over budget as of August 31st. Cash interest income is over budget due to higher balances and a higher rate of interest, while income for Christian Education, Lay Ministries, and Parking is under budget. Expenses for Salary and Benefits, Administration, Christian Education, Lay Ministries, and Diocesan matters are all under budget, while expenses for Property Management, Kitchen, and Sacred Space are over budget.

Capital Campaign. The Finance Committee reviewed the Capital Campaign expenses incurred from October 2017 through September of 2019. The campaign has spent \$389,659.90, leaving a balance of \$32,950 remaining in the budget for 2019 campaign expenses. Thus far, a total of \$1,995,637.79 in pledges and other income has been received, out of the roughly \$8.4 million pledged. Requests for contributions to the Capital Campaign have been made to individual parishes throughout the Diocese following the luncheon hosted by the Dean and Bishop at the Cathedral in August, and follow-up on those requests will come soon. Each month, the Finance Committee will review the expenditures and received pledges, and it will report these figures to the Vestry.

Bequests Policy. During the recently completed audit, the auditors recommended that the Cathedral adopt a written policy to memorialize the practice of the Cathedral in applying unrestricted bequests first to the satisfaction of the bequeathing party's outstanding pledge obligations. The Finance Committee submitted the text of such a policy to the Vestry for its review, and after some discussion, it was agreed that the text of the policy would be tweaked and presented for adoption by the Vestry at its November meeting.

Expenses Incurred for Music Department Review. The Treasurer presented a financial accounting of expenses incurred for the review of the Music Department in the summer. Expenses were paid from the line items designated for support of the position of Assistant Organist/Choirmaster. The Treasurer and Finance Committee do not anticipate that these expenses, which include the cost of guest musicians, will exceed the amount budgeted for these line items in 2019.

Additional Expenses for EOA Contract. The Finance Committee has reviewed the additional expenses expected by the Building Committee (capped at \$9,500) to be incurred in connection with additional planning and schematic work by EOA Architects on Scheme A, as requested by the Building Committee. The Finance Committee recommends Vestry approval of the amount requested by the Building Committee for this additional work.

Building Committee Report

Charlie Cook III reported on the recent work of the Building Committee. The committee met with EOA Architects shortly after presenting to the Vestry the three schemes developed by EOA for improvements to the Cathedral. The parties brainstormed together and came up with two possible avenues to pursue:

(1) Revise Scheme B (retaining and renovating the Bank Building) to make it more appealing; and

(2) Revise or scale back Scheme A (razing the Bank Building and erecting new space on its footprint) so as to make it less costly to complete.

After discussing the two options, the parties mutually concluded that renovating the Bank Building in order to try to make it fit our current needs was a shortsighted and uninspired solution. Thus, they focused on the alternative of trying to find creative ways to cut the cost of Scheme A without losing its appealing features. The Building Committee asked EOA to go back to the drawing board and see what it could come up with. The Building Committee estimates the total cost of the extra work by EOA to be \$9,500, and it is seeking approval by the Vestry of that extra amount, with the understanding that the entire amount may not be spent immediately. After considerable discussion and questioning, a motion was duly made and seconded (King, Bridges), and unanimously approved, to adopt the following resolution:

Resolution No. 1

Resolved, that the Christ Church Cathedral Vestry, meeting at its regularly scheduled meeting of October 28, 2019, following the recommendation of the Building Committee and the review of the Finance Committee, approves an additional \$9,500 for payment to EOA Architects for the purpose of underwriting the additional costs of the "Conceptual Phase Design fee."

Third Party Partnership Working Group Report

Ellen Wright reported on the recent work of the Third Party Partnership Working Group. One issue facing the developer, HRI, has been how to deal with the alley that bisects Lots C and D so as to insure its availability for use by all stakeholders affected. Discussions with Metropolitan Government officials have resulted in a proposal by Metro that it will abandon the alley as a public right of way, leaving it to the affected private parties to work out a mutually acceptable arrangement. Our attorney, Brooks Smith, has prepared a Reciprocal Access Easement agreement, whereby the two property owners on either side of the alley (the Cathedral and the owners of the 810 Broadway building) will share equally the cost of maintaining the alleyway and guarantee to one another unfettered access to the alleyway. The attorneys for the respective parties are working out the exact terms of the reciprocal easement.

Report of the Associate for Pastoral Care and Cathedral Life

The Rev. Lissa Smith reported on recent events and activities affecting the life of the Cathedral. Last Saturday was the observation of the Diocesan Day of Prayer, and the Cathedral's participation in that event included the festooning of the Cathedral's front railing with pink ribbons, in commemoration of the victims of breast cancer. This undertaking was capped off with a Holy Eucharist on the sidewalk facing Broadway. Passersby were invited to join in the celebration and prayer, which several readily did.

On Wednesday evening of the preceding week, the Cathedral hosted approximately 400 people who attended an interview with Cyntoia Brown Long, who spoke about her book, *Free Cyntoia*, chronicling her imprisonment and journey to redemption. The attendees were a diverse and lively group.

The Eucharistic Visitors ministry is going well, although volunteers are needed from the 11:00 o'clock service.

Report of the Assistant to the Rector

The Rev. Matthew Lewis reported on recent events in which he is involved. The Journey in Faith classes will start this Wednesday evening. Over 50 participants are expected to attend, and 10 participants are expected Sunday morning. The success of this program is probably due in part to the pairing of Journey in Faith with the Newcomers program.

The Youth Retreat was held recently at Deer Run Camps and Retreats in Thompson Station. Thirty-eight youth participants enjoyed a variety of activities and games over the course of the weekend. The good showing and the success of this retreat bode well for the Cathedral's Youth Program.

The Bolivian Mission trip to the Amistad Villa in Cochabamba will take place in June of 2020. It is well on its way to being sold out, with eight applicants thus far for the 12 slots available.

Election of Delegates to the Diocesan Convention

The Diocesan Convention will be held on January 25th and 26th next year at St. Bartholomew's, Nashville. The delegation from the Cathedral includes the clergy members and six lay delegates. Traditionally, the two wardens serve as delegates, and an additional four delegates and six alternates (to serve in the event of the inability to attend by any lay delegates) are elected by the Vestry. Both Gibson Prichard (Senior Warden) and Catherine Clark (Junior Warden) indicated their willingness to serve, and were elected as delegates by acclamation of the Vestry. Nominations for the other delegate and alternate slots were then accepted from Vestry members, and following a secret ballot vote, the following additional individuals were elected:

Lay delegates: Jill Meese, Trone Sawyer, Marie Yeagle, and Becca Ingle

Lay Alternates (in order of succession): Burgin Dossett, Walker Willse, Barker Evans, Ann Hopton, Hal Johnson, and Susie Ries

Dean's Report

- During the summer, three postulants for orders have undergone their discernment process, and their discernment committees have recommended each favorably. They are Brooks Smith and Mary McCarthy (postulants for the Diaconate), and David Nichols (postulant for the Priesthood). At its November meeting, the Vestry will meet with them, review their spiritual biographies and recommendations from their discernment committees, and consider whether to place its imprimatur on their candidacies.
- The Grants Committee has recommended that the Seasonal (Thanksgiving and Christmas) Offerings go this year to the Episcopal Migration Ministries and the Room in the Inn ministry, respectively. After brief discussion, a motion was duly made and seconded (Stringer, Wright) and unanimously approved to adopt the following resolution:

Resolution No. 2

Resolved, that the Christ Church Cathedral Vestry, meeting at its regularly scheduled meeting of October 28, 2019, following the recommendation of the Dean and the Grants Committee, designate the 2019 Thanksgiving and Christmas offerings for *Episcopal Migration Ministries* and the *Room in the Inn* ministry, respectively.

- It is time to start the process of creating a Vestry Nominating Committee for next year. The committee will consist of five members who will create a slate of ten candidates for the five Vestry seats that will come open at the first of next year. The Rector selects two members of the nominating committee, the Senior Warden selects one member, and the two remaining members are selected by lot from among current Vestry members whose terms end at the beginning of next year. The two current Vestry members who were selected by lot were Catherine Clark and Charlie Cook III. The Dean and Senior Warden will announce their selections in due course.
- We need to be thinking about putting together a group of parishioner volunteers who will manage parking logistics on Sundays, once construction begins on Lot C and we are no longer able to use it. The Vestry was urged to be giving that need some thought.

- Due to the generosity of many, including the Cathedral, Family Reconciliation House has received the deed to its property; the operation is financially healthy and its ministry is growing. A recent celebration and house blessing was attended by some 50-70 people. Anna Rodriguez Masi was recognized for her inspirational work as a host and manager at the House.
- Barbeque Night for BreakingBread@6 was a great success two Sundays ago, with some 75 to 80 worshipers attending. Last Sunday, we had approximately 45 attendees, and we are averaging 35 to 45 worshipers every service. That ministry is healthy and growing, and we are trying to find a way to draw additional attendees, in a fashion similar to our success with the Newcomers program.
- The Cathedral's annual *Nashville Unlimited* music extravaganza will celebrate its 20th anniversary this year, benefitting Room in the Inn, with two nights of performances, on Monday December 9th and Tuesday December 10th.
- The Dean and Vestry officers are exploring ways in which the reporting on Commission activities by Vestry Liaisons can be regularized and enhanced. A form is being created to facilitate the reports. This will be addressed in more detail at the November Vestry meeting.
- In response to an earlier inquiry by Vestry members about more frequent worship attendance statistics being shared with the vestry, the Dean presented a chart showing attendance numbers since 2008, commenting that the Cathedral's numbers and trends look better than the national average for Episcopal churches.
- The Annual Parish meeting will be held on January 26, 2020 (the fourth Sunday in the month).

Adjournment

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

Respectfully submitted,
Ken King, Clerk