

THE CATHEDRAL CHURCH OF SAINT MATTHEW

**Summary of Minutes of Vestry Meeting
July 16, 2019**

Members Present

Dean Robert Price
Ashton Tassin
David Pinson
Nancy Sanford
Kenny Rogers
Janet Page Elsea (via phone)
Adele Ichilian
Ryan Morris
Tim Mack

Also Attending

Eileen Smith, Clerk
Bob Jones, Treasurer
Rev. Ryan Pollock
Deacon Mark Hall
David Wallace

Absent

Janis Adams
Phil Dunnet
Michael Bradley
Jerry Tuhy

The vestry minutes contain the following actions:

1. Approved the minutes of the May 21, 2019 vestry meeting.
2. Endorsed Logan Hurst for candidacy for Holy Orders.
3. Accepted the amended budget as presented.
4. Adopted a Housing Allowance Resolution resolving that the compensation paid to Father Ryan Pollock for calendar year 2019 in the amount of \$10,500 is hereby designated to be housing allowance, and further resolving that the designation of \$10,500 as a housing allowance shall apply to calendar year 2019 and all future years unless otherwise provided.

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Minutes of Vestry Meeting July 16, 2019

Dean Price opened the meeting with Evening Prayer.

Approval of Minutes

Ashton Tassin moved that the minutes of the May 21, 2019 vestry meeting be approved. Nancy Sanford seconded. The motion carried.

Upcoming Events

Dean Price noted the following:

- a. July 22, 6 p.m., Eucharist in Oratory – Feast of St. Mary Magdalene
- b. July 25, 6 p.m., Eucharist in Oratory – Feast of St. James the Apostle
- c. August 6, 6 p.m., Eucharist in Oratory – Feast of the Transfiguration
- d. August 15, 6 p.m., Eucharist in Oratory – Feast of St. Mary the Virgin
- e. August 18, Blessing of Backpacks and Commissioning of Sunday School Teachers
- f. Monday, August 19, Finance Committee meeting
- g. Tuesday, August 20 at 6:30 p.m., Vestry meeting
- h. Saturday, August 24, Outreach Visioning Retreat at the Cathedral from 9:00 a.m. to 3:00 p.m.
- i. Sunday, August 25, Rally Day – celebration of ministries in the parish

Wardens' Report

- Logan Hurst Candidacy Endorsement

Senior Warden David Pinson reported that he was asked by Logan Hurst for the Vestry to endorse him for candidacy for Holy Orders. David reported that he emailed Phil Dunnet, Jerry Tuhy, and Janis Adams, who could not be present at the July 16 meeting, advising them that the vestry would be voting on the endorsement of Logan Hurst for candidacy for Holy Orders. He said that by return email, each voted in favor of Logan's candidacy for Holy Orders. After vestry discussion, Adele Ichilian moved to endorse Logan Hurst for candidacy for Holy Orders. Ryan Morris seconded. The motion carried.

- Development Update

Senior Warden David Pinson reported that during the past month the Development Committee met with one of the developers, and that next week they will be speaking separately with three architects. Members of the Development Committee then responded to questions from the vestry.

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Junior Warden Adele Ichilian reported that she met with Keith Franks, the Director of Music and Organist for the Cathedral, about the overpowering odor from the choir dressing rooms in the Undercroft. Adele said they inspected the area and determined that the carpet needed to be removed and the area cleaned. Adele said she arranged with Sexton James Pena to have this work done by his helper Israel Rodriguez.

Finance Committee Report

Tim Mack reported that the audit for 2018 has been completed. Tim said the audit looks good and there are no issues.

Tim Mack discussed the June financials at length and responded to questions from the vestry.

Tim Mack said there are two more items to discuss, both of which are decision items:

1. Budget Adjustment

Tim said they need to make an adjustment to the budget by increasing expenses by \$37,000, which amount he said will come from the Revolving Fund. Tim explained there are three expense items that need to be adjusted. He said one is a budget error, noting that Deacon Hall pays his own health insurance which is an expense item of about \$18,000. Tim said we had the income item but never included the expense item in the budget. Tim said the second is an expense item from the Dean's letter agreement in the amount of about \$3,000 a year that was omitted from the budget. Tim explained that the third item relates to when Fr. Ryan Pollock's curacy ended and he became an associate priest. Tim said we now take on all of Fr. Ryan's salary, pension, insurance, etc., part of which was previously paid by the Diocese. Tim said this reflects an expense increase of about \$17,000. Tim reported that the current budget for the year reflects these increases and we still have a balanced budget.

After vestry discussion, David Pinson moved that the vestry accept the amended budget as presented. Kenny Rogers seconded. The motion carried.

2. Housing Allowance for Father Ryan Pollock

Tim Mack reported that part of Father Ryan's compensation is a housing allowance of \$10,500. Tim presented to the vestry a proposed resolution designating the \$10,500 as a housing allowance under Section 107 of the Internal Revenue Code.

After vestry discussion, Kenny Rogers moved that the vestry adopt the Housing Allowance Resolution resolving that the compensation paid to Father Ryan Pollock for calendar year 2019 in the amount of \$10,500 is hereby designated to

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be housing allowance, and further resolving that the designation of \$10,500 as a housing allowance shall apply to calendar year 2019 and all future years unless otherwise provided. Ryan Morris seconded. The motion carried.

Discussion Items:

a. Keys & Doors

Dean Price reported that apparently someone entered the premises through the main door to Garrett Hall and camped out in Garrett Parlor. The Dean said they are considering installing a push-bar lock on the entrance door to Garrett Hall so that it automatically locks from the inside. The Dean and vestry discussed at length the issue of the number of keys to Garrett Hall doors and Great Hall doors that are distributed to parishioners and others.

b. Review of Policy Regarding Campus Safety and Disruptive/Threatening Guests

Dean Price said the discussion of keys and doors raises the issue of security. The Dean and vestry discussed at length issues regarding campus security and the Cathedral's policy regarding dealing with disruptive or threatening guests.

Motion to Adjourn and Closing Prayer

There being no further business, Tim Mack moved to adjourn the meeting. Adele Ichilian seconded.

Dean Price led the Vestry in closing the meeting with the Lord's Prayer.

Respectfully submitted,

Eileen Smith
Clerk