

THE CATHEDRAL CHURCH OF SAINT MATTHEW

**Summary of Minutes of Vestry Meeting, as Corrected
August 20, 2019**

Members Present

Dean Robert Price
Janice Adams
Michael Bradley
Phil Dunnet
Janet Elsea
Adele Ichilian, Junior Warden
Tim Mack
David Pinson, Senior Warden
Kenny Rogers
Nancy Sanford
Ashton Tassin
Jerry Tuhy

Also Attending

Linda Hodge, Acting Clerk
David Wallace

Absent

Ryan Morris
Bob Jones, Treasurer

The vestry minutes contain the following actions:

1. Approved the minutes of the July 16, 2019 vestry meeting.
2. Approved plans for St. Matthew's Day.
3. Accepted the amended budget as presented.
4. Approved adding Dean Michael Mills' portrait to the Dean's hallway.

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Minutes of Vestry Meeting, as Corrected August 20, 2019

Dean Price opened the meeting at 6:35 p.m. with Evening Prayer.

Approval of Minutes

Ashton Tassin moved that the minutes of the July 16, 2019 vestry meeting be approved. Adele Ichilian seconded. The motion carried.

Upcoming Events

Dean Price noted the following:

- a. August 24: Visioning Retreat, 9:00 a.m. - 3:00 p.m.
- b. August 25: Rally Day, after each service
- c. September 8: Sunday School start
- d. September 15: Evensong, 4:00 p.m.
- e. September 17: Vestry, 6:30 p.m.
- f. Sept. 21: Installation of Honorary Canons and Order of Garrett, 5:00 p.m.
- g. September 22: St. Matthew's Day
- h. September 24: Diocesan Clergy Conference on Racial Reconciliation

Visioning Retreat

In response to questions, Dean Price explained the retreat's purpose:

- To review what St. Matthew's has and is doing in the arena of assisting our neighbors who are in need.
- To discern two flagship ministries for St. Matthew's to undertake.

St. Matthew's Day

St. Matthew's Day celebrations were discussed in detail. Decisions made by consensus were:

- Both Sunday services and religious education classes will be held as usual.
- A celebration luncheon will take place after the 10:30 service. Matt's Men will be asked to handle the barbecuing portion of the luncheon. Remaining items will be provided by potluck.
- The playground, which is totally fenced, will make its debut.
- Flat Matt will be retired.

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Diocesan Clergy Conference on Racial Reconciliation

Dean Price was asked if lay people would be needed to welcome participants and provide directions to rooms, restrooms, etc. He agreed and indicated that ushers and vergers would be helpful.

Wardens' Report

Adele Ichilian reported the following have been completed:

- Signs have been installed:
 - Great Hall ladies room: sign that meets compliance standards.
 - End of the hallways near the Oratory: ladies room directional sign.
 - General neutral restroom: instructions to lock door upon entering.
- Met with Cox Locks to request two separate bids for panic hardware on (1) the three Great Hall doors and (2) on the doors leading into the hallway in front of the Great Hall. The bid is reasonable but further discussion is needed.
- Met with Brennan Doors regarding panic hardware and/or reconfiguring one half of each existing door. Cost of \$17,000 per door is prohibitive.
- The Lodge has been rekeyed giving St. Matthew's total control of its use.
- The air conditioning in room 204 (Aberg Center) did not work due to a minor problem of a clogged line. The cost is either covered under the service contract and, if not, is minimal. The service provider recommended that James hose the coils on a regular basis.
- A table runner for the narrow table at the back of the Nave by the Narthex was purchased at a cost of \$15.14.

Adele Ichilian reported the following are in process:

- Israel (James' helper) will paint the concrete floors of the two choir dressing rooms for \$100 plus the paint. James will coordinate.
- Opaque blinds for security have been ordered for the nursery windows at a cost of approximately \$500. James will install when they're received.

Development Update

Tim Mack reported:

- Meetings with three landscape architectural firms are to occur on August 22, 2019.

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- Preliminary drawings have been completed for Garrett Hall's 2nd and 3rd floor layout. Dean Price explained the potential design of Garrett Hall.
- Drawings of the back doors in the Great Hall will be requested from David Farrell for the purpose of having them repaired.
- The potential timeline for the renovation project is:
 - October 2019 – deal terms and a potential meeting with the developer.
 - October/November 2019 – contract signed.
 - May 2020 – all plans approved by Zoning; construction begins.
 - May 2022 – construction completed.
 - Date TBD – a Parish town hall meeting will be held.

Finance Committee Report

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

Tim Mack discussed the July financials and responded to questions from the vestry. Highlights of the report included:

- July had the best pledge receipts of 2019. Year-to-date pledges are \$46,000 ahead of last year.
- Income target has been achieved in 5 of 7 months in 2019.
- Annualized Pledge Revenues moved from below the straight-line budget to even. A significant shortfall is not expected this year. Actual expenses are running \$6,000 below budget
- The Cathedral is participating in the Episcopal Foundation's pilot project to send funds by ACH.
- The Finance Committee recommends an amendment to the budget to increase revenues and expenses by \$37,285, as discussed. The additional revenues will be drawn from the Revolving Fund, as needed.

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

Discussion Items:

Wooden Fence @ Lodge

Dean Price requested permission to remove the wooden fence that surrounds the gardens and separates portions of the garden, for safety and security reasons. The pillars, decorative fence, and picket fence will remain as is. After discussion, it was the consensus of the vestry to further discuss removal of the wooden fence at the next vestry meeting.

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The Missing Dean

Dean Michael Mills' (2002-2005) picture is missing from the Dean hallway. Dean Mills provided a portrait and Dean Price will provide the frame. Approved by consensus.

Dean Price's "Friday Afternoon Recess"

Dean Price reported that the following has taken place:

- Holes were stopped up to block unwanted critters
- The office hallway was scraped, puttied, and painted.
- Began emptying the undercroft and popping up floor tiles.

Unfinished Business/Word on the Street:

- David Pinson brought the new speakers and audio to the vestry's attention. He also mentioned that the Cathedral is not adequately cooled for the 8:00 a.m. Sunday service and that he visited with his City Council member and invited him to visit the Cathedral.
- Kenny Rogers reported that there have been new pledging units since the beginning of January. An updated report will be provided in September. Pledge cards will be provided at all of the Dean's welcome dinners.
- The "Reservation Application for Facilities Use" and "Facility Use, Waiver & Indemnity Agreement" have been updated.
- A discussion ensued about concerns related to the potential loss of trees when the property renovations occur. Tim Mack indicated that the charge to the landscape designer is to keep as many trees as possible. Some will remain in place, others moved or removed. Removed trees will be mitigated.
- The question arose of who will pay for the landscaping – the developer or the Cathedral? Tim Mack indicated that this topic is still under discussion.
- Ashton Tassin reported that attendance at the August Young Adults Campfire was high.
- Average daily Sunday attendance will be provided on future vestry agendas.

Motion to Adjourn and Closing Prayer

There being no further business, David Pinson moved to adjourn the meeting. Adele Ichilian seconded.

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

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Respectfully submitted,

Linda Hodge
Acting Clerk