



# THE CATHEDRAL CHURCH OF ST. MATTHEW

CHRIST COMPASSION COMMUNITY

## Vestry Meeting Minutes Tuesday, February 21, 2021 at 7:00 PM Via Zoom

| Attendance        |                               |         |
|-------------------|-------------------------------|---------|
| Robert P. Price   | Dean, St. Matthew's Cathedral | Present |
| Chrys Meador      | Senior Warden                 | Present |
| Kenny Rogers      | Junior Warden                 | Present |
| Janis Adams       | Vestry Member                 | Present |
| Adele Ichilian    | Vestry Member                 | Present |
| Bob Jones         | Vestry Member                 | Present |
| Beth Mack         | Vestry Member                 | Present |
| Ryan Morris       | Vestry Member                 | Absent  |
| Nancy Sanford     | Vestry Member                 | Present |
| Janet Schoenecker | Vestry Member                 | Present |
| Randy Staff       | Vestry Member                 | Absent  |
| Ashton Tassin     | Vestry Member                 | Present |
| Diane Wiles       | Vestry Member                 | Present |
| Tim Mack          | Treasurer                     | Present |
| Erica Lasenyik    | Clerk                         | Present |

### Actions Contained in Vestry Minutes

- ❖ Approval of January 26, 2021 Vestry Meeting Minutes
- ❖ Vestry Ministry Group Assignments

### Vestry Meeting Minutes

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| <b>Opening of the Meeting</b>                     | Fr. Rob Price, Dean, opened the meeting with Evening Prayer at 7:03 PM.  |
| <b>Approval of Minutes</b>                        | <ul style="list-style-type: none"> <li>❖ Janis Adams moved that the minutes of the January 26, 2021 Vestry Meeting be approved.</li> <li>❖ Kenny Rogers seconded the motion.</li> <li>❖ The motion carried unanimously.</li> </ul>   |
| <b>Campus Report<br/>Kenny Rogers, Jr. Warden</b> | <p><b>Winter Snow/Ice Storm Report – Tuesday through Friday at Noon</b></p> <ul style="list-style-type: none"> <li>❖ Intermittent power outages experienced. Any real damage as yet unknown.</li> <li>❖ Thermostats/HVAC were re-programmed               <ul style="list-style-type: none"> <li>○ Moses Mechanical inspected furnace/air handler on 2/21.</li> <li>○ System running at 50% capacity. Some small repairs may be needed.</li> </ul> </li> <li>❖ Organ is currently not working. Working on repair company to look at it in the next week.</li> <li>❖ Some taps were not running and one bathroom didn't flush.</li> </ul> |

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| <p><b>Campus Report</b><br/> <b>Kenny Rogers, Jr. Warden</b><br/> <b>Continued</b></p> | <ul style="list-style-type: none"> <li>❖ Thursday at 5:00 PM: Fire Alarms Sounded – Detected Motion Due to Flooding             <ul style="list-style-type: none"> <li>○ Location determined to be Boiler Room under Sacristy.</li> <li>○ Water was turned off at the street. Flooding reached 6 feet in areas.</li> <li>○ Flooding did not reach the electrical units.</li> <li>○ Water is still off at this point, awaiting plumber availability.</li> <li>○ Inspections for further pipe/water damage will take place once plumber has been able to come to effect repairs.</li> </ul> </li> <li>❖ Overall, the roofs faired fairly well.</li> <li>❖ Once all damage assessments completed, insurance claim will be submitted.             <ul style="list-style-type: none"> <li>○ Our deductible is \$10,000.</li> </ul> </li> </ul> <p><b>Cathedral Pride Day - March 20<sup>th</sup> from 9:00 AM to 12:00 Noon, BYO Masks</b></p> <ul style="list-style-type: none"> <li>❖ Cleaning Areas: Nave, Outside/Landscaping, Great Hall Stage Area, Great Hall Kitchen, Boiler/Electrical Room.</li> <li>❖ Will be communicated to parishioners in the Cathedral news bulletins.             <ul style="list-style-type: none"> <li>○ All vestry members are encouraged to participate</li> </ul> </li> </ul>           |
| <p><b>Finance Report</b><br/> <b>Tim Mack, Treasurer</b></p>                           | <p><b>February Finance Report</b></p> <ul style="list-style-type: none"> <li>❖ Statement of Revenue             <ul style="list-style-type: none"> <li>○ Pledge/Plate is at 92% of streamlined budget.</li> <li>○ We missed the deadline for the monthly endowment distribution. That paperwork has now been submitted.</li> <li>○ \$2,000 in Use of Facilities is from COVID Testing rent.</li> </ul> </li> <li>❖ Expenses             <ul style="list-style-type: none"> <li>○ January was a holiday for the Diocesan assessment.</li> <li>○ We will start paying the Diocesan assessment in February.</li> </ul> </li> <li>❖ Summary             <ul style="list-style-type: none"> <li>○ We ended the month with a \$3,500 surplus of revenue over expenses.</li> <li>○ Operating cash balance at the end of the month of \$137,000.</li> </ul> </li> <li>❖ Designated Funds             <ul style="list-style-type: none"> <li>○ There was activity mostly with Food Pantry moving in and out.</li> <li>○ In 2020 we deposited \$9,000 in pre-pledges for 2021 into Designated Funds. That money was moved to the Operating Account in January.</li> <li>○ The pledge funds were reported as a lump sum in January. In February, we will start reporting those funds on an annualized basis.</li> </ul> </li> </ul> |
| <p><b>Strategic Plans</b><br/> <b>Fr. Rob, Dean</b></p>                                | <p><b>Incorporation of Holy Cross Parishioners into St. Matthew’s Cathedral</b></p> <ul style="list-style-type: none"> <li>❖ Church of the Holy Cross is closing and the diocese has sold the campus and its buildings to another Church.</li> <li>❖ The Dean has offered St. Matthew’s as a place to continue to meet.             <ul style="list-style-type: none"> <li>○ They have a customary and priest to perform their services, the Dean proposed for them to have a Holy Cross service on the weekends at the Cathedral.</li> <li>○ They have been invited to participate in the Cathedral’s outreach ministries, e.g. Evensongs, bible studies.</li> </ul> </li> <li>❖ Part of the sale conditions is for part of the proceeds to be put in an endowment fund, reserved to help pay for their priest, Fr. George Joseph, and to cover ancillary expenses. This fund will be managed by St. Matthew’s Cathedral.             <ul style="list-style-type: none"> <li>○ Holy Cross Fund will appear on the Cathedral’s balance sheet</li> </ul> </li> </ul>  |

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| <p><b>Strategic Plans</b><br/> <b>Fr. Rob, Dean</b><br/> <b>Continued</b></p> | <ul style="list-style-type: none"> <li>○ Holy Cross will transfer remaining checking account deposits into this fund, estimated at approximately \$12,000.</li> <li>❖ Last service is estimated as after Easter/end of May at the latest.             <ul style="list-style-type: none"> <li>○ There will be a mass of celebration with the Bishop. Then all will travel to St. Matthew’s for a service of welcome at the Cathedral.</li> <li>○ Transfers to St. Matthew’s will be completed by Fr. George Joseph for Holy Cross parishioners, and those will be presented to the Dean at the service of welcome.</li> <li>○ They are planning to hold a monthly “Holy Cross” service. For the rest of each month, they will attend St. Matthew’s services.</li> <li>○ Total expected are 14-15 Holy Cross parishioners.</li> <li>○ We will help store and display Holy Cross relics and church art/décor.</li> </ul> </li> </ul> <p><b>Future Clergy Staffing</b></p> <ul style="list-style-type: none"> <li>❖ St. Matthew’s will not be getting a Curate this Summer.</li> <li>❖ Looking at creative ideas and possibilities to add to clergy.             <ul style="list-style-type: none"> <li>○ Interim Associate Priest idea. Could be a young clergy who will be laid off in the Spring and bring on in the Fall for 4-6 months before they find permanent placement.</li> <li>○ Possible Curate for a fulltime position for Summer 2022 when five are becoming available.</li> <li>○ Possibility of older priest to be made a Canon to assist.</li> <li>○ Looking into a grant proposal in a national program for a 3-5 year placement.</li> <li>○ A “shotgun” approach is being utilized to explore all opportunities.</li> </ul> </li> </ul> |
| <p><b>Ministry Updates</b></p>  | <p><b>Worship Community – Fr. Rob, Dean</b></p> <ul style="list-style-type: none"> <li>❖ Feb. 24 – 5:30 PM – Feast of St. Matthias</li> <li>❖ Feb. 24 – 6:00 PM – Stations of the Cross</li> <li>❖ March 7 – 4:00 PM - Evensong</li> <li>❖ March 13 – 2:00 PM – Diaconal Ordination</li> <li>❖ March 16 – 7:00 PM – Vestry Meeting</li> <li>❖ March 19 – 5:30 PM – Feast of St. Joseph</li> <li>❖ March 25 – 5:30 PM – Feast of the Annunciation</li> <li>❖ March 28 – Palm Sunday</li> </ul> <p><b>Development – Tim Mack, Chair, Development Committee</b></p> <ul style="list-style-type: none"> <li>❖ Work progresses on development with TCR continuing to refine plans.</li> <li>❖ TCR expressing concerns through the last week.             <ul style="list-style-type: none"> <li>○ Escalating construction costs.</li> <li>○ Budget overages/costs.</li> <li>○ TCR has affirmed they still want to move forward.</li> <li>○ St. Matthew’s has not received any money yet.</li> </ul> </li> <li>❖ Engineering work continues.</li> <li>❖ Draft of ancillary agreements ongoing.</li> <li>❖ Final design, subject to change, to be ready to file for permit by March 12 (construction documents created).</li> <li>❖ Architect, David Farrell designing:             <ul style="list-style-type: none"> <li>○ Preliminary retail plan on Ross Avenue</li> <li>○ Redesign of Cathedral Entrance</li> <li>○ Dean’s Porch Stairs redirected</li> </ul> </li> <li>❖ Meeting with Landscape designers on February 24 will be held outside the Great Hall to discuss garden, “Great Lawn” design.</li> </ul>  |

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| <p><b>Ministry Updates<br/>Continued</b></p>                         | <p><b>Food Pantry – Nancy Sanford</b></p> <ul style="list-style-type: none"> <li>❖ Detailed Summary of February activity presented. Information has been published in news bulletins.</li> <li>❖ During the winter storm, 5 neighbors were sheltered in the Great Hall for 72hrs.</li> <li>❖ For 8 out of 9 days during the storm, Food Pantry remained open.</li> <li>❖ Deacon Mark successfully submitted a grant request to Episcopal Relief and Disaster for additional storm assistance. St. Matthew’s received \$1,700.</li> <li>❖ 2-4 Food shoppers are critically needed to purchase bulk food to fully utilize our grant funds.</li> <li>❖ Donations are needed to cover ancillary costs such as security, masks, supplies, transportation, dollies, etc. Grant funds cover food only.</li> <li>❖ Food Pantry has started to achieve penetration into the deeply poor and enough food quantity to distribute full supplemental food assistance.</li> </ul>  |
| <p><b>Settling into<br/>New Ministry Groups<br/>Chrys Meador</b></p> | <p><b>Cathedral Arts</b></p> <ul style="list-style-type: none"> <li>❖ Team             <ul style="list-style-type: none"> <li>○ Bob Jones, Lead</li> <li>○ Adele Ichilian</li> </ul> </li> </ul> <p><b>Welcome &amp; Connect</b></p> <ul style="list-style-type: none"> <li>❖ Fr. Rob to host Newcomer Class on Zoom</li> <li>❖ Liaise with Linda Hodge/Dara Bickham to track REALM</li> <li>❖ Team             <ul style="list-style-type: none"> <li>○ Diane Wiles, Lead</li> <li>○ Ashton Tassin</li> <li>○ Janis Adams</li> </ul> </li> </ul> <p><b>Social Media</b></p> <ul style="list-style-type: none"> <li>❖ Liaise with Dara Bickham</li> <li>❖ Communicate holistically. Engage parishioner participation.</li> <li>❖ Team             <ul style="list-style-type: none"> <li>○ Ashton Tassin, Lead</li> </ul> </li> </ul> <p><b>Homecoming</b></p> <ul style="list-style-type: none"> <li>❖ This is a special event planned for “re-opening” in September.</li> <li>❖ Team             <ul style="list-style-type: none"> <li>○ Beth Mack, Lead</li> <li>○ Kenny Rogers</li> <li>○ Janet Schoenecker</li> </ul> </li> </ul> <p><b>Outstanding Assignments</b></p> <ul style="list-style-type: none"> <li>❖ Fr. Rob to contact Ryan Morris and Randy Staff for placements.</li> </ul> |
| <p><b>Adjournment</b></p>  | <ul style="list-style-type: none"> <li>❖ Diane Wiles moved to adjourn the meeting at 8:51 PM.</li> <li>❖ Adele Ichilian seconded the motion.</li> <li>❖ The motion carried unanimously.</li> </ul>   |