



THE CATHEDRAL CHURCH OF ST. MATTHEW

CHRIST COMPASSION COMMUNITY

Vestry Meeting Minutes Tuesday, May 18, 2021 7:00 PM

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	Present
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 April 20, 2021 Vestry Meeting Minutes
- ❖ Approval of David Pinson to serve six month term to finish Chrys Meador's term as Senior Warden.
- ❖ Approval of \$1,500 monthly Housing subsidy for Seminarian David Beadle
- ❖ Approval to hire Paul Demer as Paraclete Service Music Minister and Director of Children's Choir

Vestry Meeting Minutes

Opening of the Meeting	Fr. Rob Price, Dean, opened the meeting with Evening Prayer at 7:12 PM.
Approval of Minutes	<ul style="list-style-type: none"> ❖ Diane Wiles moved that the minutes of the April 20, 2021 Vestry Meeting be approved. ❖ Ashton Tassin seconded the motion. ❖ The motion carried unanimously.
Campus Report Kenny Rogers, Jr. Warden	Campus <ul style="list-style-type: none"> ❖ Report to the Insurance Company was disseminated to Vestry members. ❖ Repairs are on track. ❖ Electrical system repair parts ordered and should be received by mid-June, with work expected to commence in late June. Projected completion is by August 1. ❖ 99% of painting/water repairs are completed. ❖ Two new sump pumps need to be installed and hopefully will be included in the insurance claim.

<p>Campus Report Kenny Rogers, Jr. Warden Continued</p>	<p>Campus</p> <ul style="list-style-type: none"> ❖ Beth Mack requested that the Flower Cooler be inspected for repairs as it has been non-functional and floral arrangements are being utilized once again. ❖ Invoices are being submitted to insurance as work progresses. ❖ Semi-annual HVAC inspection will happen June 9-11 ❖ Fire system inspection is projected to happen in June. ❖ Trash pick up is doubling from one time to two times per month. Janitorial services increasing from one time to two times per week and pest control will be on a monthly service. ❖ Landscaping/Bushes need pruning. James and the land crew will provide that maintenance.
<p>Senior Warden's Report Chrys Meador</p>	<ul style="list-style-type: none"> ❖ Chrys Meador announced that she will be leaving the Vestry. She accepted an Episcopal Mission to Central America. As of June 1, she and her family will be moving to Santa Fe, NM. ❖ The Dean thanked Chrys for her service to the Vestry and St. Matthew's. ❖ The Dean confirmed receipt of a waiver from the Bishop to allow David Pinson to stand in election for a six month term to serve the remainder of Chrys Meador's term. The Dean called for a motion to be made. ❖ Janis Adams made the motion for David Pinson to serve a six month term to complete the remainder of Chrys Meador's term as Senior Warden. ❖ Adele Ichilian seconded the motion. ❖ The motion passed unanimously.
<p>Finance Report Tim Mack, Treasurer</p>	<p>April Finance Report</p> <ul style="list-style-type: none"> ❖ Statement of Revenue <ul style="list-style-type: none"> ○ Total revenues were good for April - \$65,000; but April included Easter, so we would expect it to be a much better than average month. (65 compares to a straight-line budget of \$46,000 per month). ○ Both pledge and plate were the highest monthly totals all year. ○ To bring things back down to reality – if you annualize the pledges paid in full, then our pledges YTD are about \$17,000 less than the straight-line budget (instead of \$19,000 over). ○ On a positive note, about 12% of our pledges have been paid in full and Plate collections for April also included over \$2,000 from people who had not given in 2021. ❖ Expenses <ul style="list-style-type: none"> ○ Expenses continue to track under the straight-line budget by \$22,000 YTD, but we need to be well under budget, as expenses will escalate in the second half of the year as the campus opens up and we return to closer-to-normal operations. We have generated a \$34,000 surplus YTD of revenues over expenses; but as mentioned, we need to have a healthy surplus going into the rest of the year. ○ Important to Remember – If we didn't have the Diocese paying one half of the Dean's compensation and expenses were back up to normal, we would be underwater. Current state not sustainable. ○ At the June meeting I plan to come to you with some budget adjustments on the expense side. ❖ Balance Sheet <ul style="list-style-type: none"> ○ On the balance sheet, operating cash remained strong, ending at \$172,000 (we started the year with about \$130,000 in cash) and designated funds ended up at \$124,000.

<p>Finance Report Tim Mack, Treasurer Continued</p>	<ul style="list-style-type: none"> ○ Our liabilities are the \$250,000 note payable to the Endowment Fund and the payable to the Diocesan Corporation for expenses incurred in connection with the real estate deal – both of which will be paid off at the real estate closing. ❖ Designated Funds Reconciliation <ul style="list-style-type: none"> ○ Looking at Designated Funds, the Food Pantry spent about \$7,000 of their grant funds and donations. ○ We made a \$10,000 down payment to Wippel for a new set of White with Red vestments. ○ We made capital repairs related to storm damage.
<p>Strategic Plans Fr. Rob, Dean</p>	<p>Decision Items</p> <ul style="list-style-type: none"> ❖ Fr. Rob called for a motion to approve a \$1,500 monthly Housing subsidy for Seminarian David Beadle. Taxes associated will be paid by David Beadle. ❖ The subsidy commitment is projected to run through May 2022. <ul style="list-style-type: none"> ○ Chrys Meador motioned to provide a \$1,500 monthly Housing subsidy for Seminarian David Beadle. ○ Ashton Tassin seconded the motion. ○ The motion carried unanimously. ❖ Fr. Rob called for a motion to hire Paul Demer as Paraclete Music Service Minister and Director of Children’s Choir. <ul style="list-style-type: none"> ○ This would be a \$1,500 monthly stipend as an ongoing commitment. ○ Diane Wiles motioned to hire Paul Demer at a \$1,500 monthly stipend. ○ Nancy Sanford seconded the motion. ○ The motion passed unanimously.
<p>Ministry Updates</p>	<p>Worship and Community Life</p> <ul style="list-style-type: none"> ❖ Holy Cross Update: They will stay with attending St. Matthew’s regular services through Labor Day. A Holy Cross Service at the first Sunday of the month will be developed for the Fall. This will be a solemn high Mass. ❖ Sunday, May 23 – Homecoming! <ul style="list-style-type: none"> ○ Pentecost: Service time changes to 9:00am only in the Cathedral. ○ Homecoming working group will provide breakfast tacos from Rusty Tacos and Krispy Kreme donuts for celebration in the Great Hall after the service ○ Opera Truck production of “Jack and the Beanstalk” at 3:00pm. Partnering to collect Food Pantry donations at the concert. ❖ Sunday, May 30: Trinity Sunday. 9:00am service in Cathedral. ❖ Monday, May 31: Feast of The Visitation. 5:30pm service in Cathedral. ❖ Sunday, June 6: 9:00am service. In person Sunday School classes returns. ❖ June 8-9: Made to Flourish Conference. <ul style="list-style-type: none"> ○ Grant trip conference representing St. Matthew’s to compete nationally for a five year grant award. ○ Beth Mack will provide link to the 2020 conference for study prior to the trip. ❖ Friday, June 11: Feast of St. Barnabas. 5:30pm service in Cathedral. ❖ Sunday, June 13: Paraclete Service, 11:30am, soft launch in the Great Hall. <ul style="list-style-type: none"> ○ A light Agape Meal will be served immediately after the service. ❖ Tuesday, June 15, 6:30pm: Vestry Meeting.

<p>Ministry Updates Continued</p>	<p>Development, Tim Mack</p> <ul style="list-style-type: none"> ❖ TCR (Trammel Crow Residential) filed for another building permit – which prompted the Dallas Morning News article. ❖ Continue to work on ancillary agreements (easement, parking and the like) June 4, 2021 deadline. ❖ TCR still saying they should have their building permit and be ready to close mid-July – thinking that August or September are more realistic, but we shouldn't underestimate what TCR can do. ❖ We are proceeding with final architectural plans for Garrett Hall (about \$200,000 expense) and Geotech services needed to do soil testing for the foundation of the new elevator structure; we are probably going to need to go ahead and sign a contract for the elevator equipment pretty soon, since that has a long lead time. ❖ Decision has been made to put a couple of construction trailers in the horseshoe area during construction, for our staff and the Diocesan staff to use. ❖ Thanks for your comments on the Great Lawn concepts – we will be back to you with something more definitive in a year or so. ❖ Further refinements expected to the Proforma Use of Proceeds schedule that we will present to you in June. <p>Welcome and Connect, Diane Wiles</p> <ul style="list-style-type: none"> ❖ Three Welcome Classes with the Dean have been completed. ❖ The Welcome Gathering in the nursery yard was a success. ❖ Ushers and Vestry should be wearing name tags at services. ❖ The next Welcome Classes and Gathering are being scheduled. <ul style="list-style-type: none"> ○ The Dean relayed a key project is work on reconnecting with those who have drifted away and to have a homecoming for this demographic. ❖ We are looking forward to having confirmations this Fall. <p>Cathedral Arts, Bob Jones</p> <ul style="list-style-type: none"> ❖ Upcoming events: <ul style="list-style-type: none"> ○ May 23 – 3:00 PM – Jack and the Beanstalk Dallas Opera event ○ The Gala is on hold. Initial projection is perhaps a February 2022 event. ○ The Pillar campaign is proceeding with a \$30,000 fundraising goal. ○ Repair to display boards in the Great Hall planned to start art exhibitions again. <p>Food Pantry, Nancy Sanford</p> <ul style="list-style-type: none"> ○ Food Pantry is going great and we are continuing to connect with our neighbors.
<p>Other Business</p>	<ul style="list-style-type: none"> ❖ No other business reviewed.
<p>Adjournment</p>	<ul style="list-style-type: none"> ❖ Kenny Rogers moved to adjourn the meeting at 9:00pm. ❖ Janis Adams seconded the motion. ❖ The motion carried unanimously. ❖ The meeting was closed with the Lord's Prayer.