



THE CATHEDRAL CHURCH OF ST. MATTHEW

CHRIST COMPASSION COMMUNITY

Vestry Meeting Minutes Tuesday, August 17, 2021 7:00 PM

Attendance		
Robert P. Price	Dean, St. Matthew's Cathedral	Present
David Pinson	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	Present
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 August 17, 2021 Vestry Meeting Minutes with Revisions
- ❖ Approval of Resolution regarding Disbursement of Net Proceeds from the sale of Cathedral land
- ❖ Approval of creating the position of Associate for Family Ministry

Vestry Meeting Minutes

Opening of the Meeting	Fr. Rob Price, Dean, opened the meeting with Evening Prayer at 7:01 PM.
Approval of Minutes	<ul style="list-style-type: none"> ❖ Kenny Rogers moved that the minutes of the June 15, 2021 Vestry Meeting be approved. ❖ Diane Wiles seconded the motion. ❖ The motion carried unanimously with revision.
Campus Report Kenny Rogers, Jr. Warden	<p>Campus</p> <ul style="list-style-type: none"> ❖ The major electrical repairs were begun on June 28, 2021 and complete around July 9, 2021 for a total cost of \$107,045, and with minimal interruption or inconvenience. ❖ Total storm costs and repairs total \$114, 503.77 to date. We have received \$60,488.14 in insurance payments to date and are awaiting receipt of an additional \$44,015.63. Our deductible is \$10,000.

<p>Campus Report Kenny Rogers, Jr. Warden Continued</p>	<p>Campus Continued</p> <ul style="list-style-type: none"> ❖ We are moving forward with replacement of two sump pumps serving the basement under the sacristies, at a cost of \$12,478.20, which will be fully covered by insurance. ❖ The flower cooler is currently working, as is the ice machine. ❖ The semi-annual inspection of the HVAC system was completed with no major problems identified. ❖ The annual inspection of our fire and smoke alarm system was completed in July, resulting in less than \$500 of needed repairs. ❖ The replacement kitchen door was ordered and received in July, at a cost of \$2,300. We are waiting for the painting and installation of the door, at a cost of \$450. ❖ The 2x4 vertical supports under the Great Hall and stage were repaired and replaced in July. ❖ We have been advised that the compressor and evaporator coil for the walk-in cooler should be replaced. The cooler is cooling to a level that is 5-10 degrees above optimum temperature. We have a bid of \$5,132.62 for this replacement. We believe we should go forward with this repair. The Food Pantry Ministry has agreed to pay \$2,500 of this cost, with the remainder being paid out of the Designated Fund for non-recurring repairs. ❖ Frequency of service from the various service vendors (lawn care, cleaning, pest control, trash collection) has been increased to reflect increased activity around the Cathedral buildings and grounds. ❖ One of the large chandeliers hanging near the back of the nave is inoperable and needs to be rewired. It will need to be taken down and repaired by our electrical service vendor.
<p>Senior Warden Report David Pinson</p>	<p>Delegates to Diocesan Convention – Dean Price and David Pinson</p> <ul style="list-style-type: none"> ❖ As delegates for the November 6, 2021 Annual Convention had not been previously elected, as rector of the parish, the Dean has appointed the following delegates: <ul style="list-style-type: none"> ○ David Pinson, Delegate ○ Adele Ichilian, Alternate ○ Mike Cline, Alternate ○ Janis Adams, Alternate ○ Helen Cline, Alternate on call ❖ The Annual Convention will take place at the Parish Episcopal School <p>Senior Warden Report</p> <ul style="list-style-type: none"> ❖ Garrett Hall 2nd and 3rd Floor Elevation Plans presented. ❖ Upcoming Activities <ul style="list-style-type: none"> ○ Clearing out of Lodge within the next week. Clear out both basements. ○ Remove all furniture from the third floor Garrett Hall to storage. Perhaps hold a garage sale of viable items? ○ Remediate asbestos from Sexton House and the Lodge. ○ Asbestos abatement of basements in Garrett Hall and under Clergy Sacristy. Abatement will be completely contained. ○ Asbestos abatement and partial demo of Garrett Hall third floor. Abatement will be completely contained. ○ Demolition of the Sexton House and Lodge expected to take place before November 1, 2021, and activity will be from 7am to 6pm for approximately a week. The garden will remain.

<p>Senior Warden Report David Pinson Continued</p>	<ul style="list-style-type: none"> ○ Parking at Garrett Hall will remain in normal spots for as long as possible. ○ Permit to be submitted to City of Dallas the week of September 13, 2021. ○ It may be a three month process for approval of permit. ❖ Work on Garrett Hall is expected to begin in January 2022, and is projected to be an eleven month process. ❖ TCR will be planting 119 trees on the property to help remediate trees removed. ❖ There may be a period of water/power shut down in Garrett Hall to update utilities. Timing TBD. ❖ Mid 2022, expected that offices in Garrett Hall may move around. ❖ New sump pumps being worked on currently. ❖ Upgraded/New HVAC in Garret Hall – new thermostats will control 3-4 offices combined. Not all will be new. We will control all thermostats.
<p>Finance Report Tim Mack, Treasurer</p>	<p>July Finance Report</p> <ul style="list-style-type: none"> ❖ Statement of Revenue <ul style="list-style-type: none"> ○ Pledge income was off, with only about \$20,000 received. YTD is \$242,141, which is off from 2019 YTD pledges of \$261,188. If we collect the same \$148,000 that we collected August-December in 2019, we will end the year about \$10,000 short of budget. ○ Plate revenues remain strong, with a \$10,000 over budget expected for the year. Therefore, plate and pledge together should come in close to the annual budget number. ○ We ran a monthly shortfall of revenue over expenses of approximately \$14,000, but still are maintaining a \$52,000 surplus for the YTD. We have a \$46,000 budgeted deficit, so we should come out reasonably close to break even for the year, absent any major surprises. Since we started the year with a \$130,000 surplus, we are currently projecting a \$110,000 surplus at year end. ❖ Expenses <ul style="list-style-type: none"> ○ Expenses continue to be well managed, although we can expect the variances against budget to diminish as activity level increases through the end of the year. ❖ Balance Sheet <ul style="list-style-type: none"> ○ \$170,000 in operating funds at the end of the month. About \$171,000 in designated funds. ❖ Designated Funds Reconciliation <ul style="list-style-type: none"> ○ Activity for July was mostly: <ul style="list-style-type: none"> ▪ Food Ministry. ▪ Vestments ▪ Holy Cross ▪ Capital Repairs
<p>Upcoming Community Events Fr. Rob, Dean</p>	<ul style="list-style-type: none"> ❖ August 22, 3pm: Development presentation to parish ❖ August 24, 5:30pm: Feast of St. Bartholomew ❖ August 29: Rally Day ❖ August 30-Sept. 1: Made to Flourish Virtual Site Visit ❖ September 12: Feast of the Holy Cross & public launch of the Agape Service ❖ September 19: Feast of St Matthew and Evensong at 5:00pm (new time) ❖ September 21, 7pm: Vestry Meeting

<p>Decision Items Fr. Rob, Dean</p>	<ul style="list-style-type: none"> ❖ Disposition of 1980's Pews in Storage – Florida diocese will not be taking the pews. We will move forward with posting the pews for sale on social media. Photos will be taken for posting. Expected price range \$350-\$500 each. ❖ Fr. Rob called for a motion to approve the creation of the position of Associate for Family Ministry, to which the Dean intends to appoint Sarah Shafer. <ul style="list-style-type: none"> ○ Start date would be September 1, 2021 at \$1,000 per month. ○ Motion was made by Diane Wiles to approve. ○ Motion was seconded by Nancy Sanford. ○ The motion passed unanimously.
<p>Development Report Tim Mack, Chair</p>	<ul style="list-style-type: none"> ❖ Documents have been signed, closing expected August 27, 2021. <ul style="list-style-type: none"> ○ Hold up happening is regarding an easement with Paradise Gardens. ❖ Land sale proceeds and Pro-Forma Disposition presented and discussed. ❖ Resolution on disbursement of funds proposed and discussed: <p>RESOLVED that the disbursement of the net proceeds from the sale of Cathedral land to an affiliate of Trammell Crow Residential, estimated to be \$7,698,592.80, is hereby authorized:</p> <p>Corporation of the Episcopal Diocese of Dallas \$333,985.00</p> <p>St. Matthew's Cathedral Endowment Fund, Inc. \$2,750,000.00 (consisting of a loan repayment of \$250,000 and a contribution to the Endowment Fund of \$2,500,000.00); and further</p> <p>RESOLVED that the remainder of the net proceeds, estimated to be \$4,614,607.80 be deposited in the Cathedral's Designated Money Market Account for Development and disbursed as determined by a majority of the Development Committee in accordance with the proposed Pro-Forma Disposition of Proceeds presented to this meeting, with a monthly consultation with the Vestry of the disposition of such proceeds; and further</p> <p>RESOLVED that no gift to the Episcopal Diocese of Dallas contemplated by the Pro-Forma Disposition of Proceeds shall be made without approval of the Vestry.</p> <ul style="list-style-type: none"> ❖ Motion made for approval of Resolution by Janet Schoenecker. ❖ Motion seconded by Randy Staff. ❖ Resolution approved by majority vote with one abstention.
<p>Other Business</p>	<ul style="list-style-type: none"> ❖ Discussion of the virtues of a Pre-School tabled until next Vestry Meeting.
<p>Adjournment</p>	<ul style="list-style-type: none"> ❖ Adele Ichilian moved to adjourn the meeting at 9:12pm. ❖ Janet Schoenecker seconded the motion. ❖ The motion carried unanimously. ❖ The meeting was closed with the Lord's Prayer.