



THE CATHEDRAL CHURCH OF ST. MATTHEW

CHRIST COMPASSION COMMUNITY

Vestry Meeting Minutes Tuesday, October 19, 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	Present
Nancy Sanford	Vestry Member	Present
Janet Schoenecker	Vestry Member	Absent
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 September 21, 2021 Vestry Meeting Minutes.
- ❖ Election of David Pinson, Senior Warden, to extend his term to fill the remainder of Chrys Meador's term.
- ❖ Agreement to lease Alpha Dara labs parking spaces for three month term.

Vestry Meeting Minutes

Opening of the Meeting	Fr. Rob Price, Dean, opened the meeting with Evening Prayer at 7:04 PM.
Approval of Minutes	<ul style="list-style-type: none"> ❖ Diane Wiles moved that the minutes of the September 21, 2021 Vestry Meeting be approved. ❖ Bob Jones seconded the motion. ❖ The motion carried unanimously.
Campus Report Kenny Rogers, Jr. Warden	Campus <ul style="list-style-type: none"> ❖ We are still awaiting the final insurance payment for the damage from the snow storm. ❖ Back kitchen door replacement is still in progress. ❖ There are now two hanging lights in the Nave that need repair. ❖ Terminated lawn service after the first half of October, due to TCR now owning the land. We will no longer contract lawn service. TCR will take over maintenance.

<p>Campus Report Cont'd Kenny Rogers, Jr. Warden</p>	<ul style="list-style-type: none"> ❖ We do still have some property under our control. Will advertise to parishioners to volunteer a Saturday in December to spruce up the grounds, and perhaps clear out the garden. ❖ Scheduling of the semi-annual HVAC and fire inspection will probably occur in November.
<p>Senior Warden Report David Pinson</p>	<ul style="list-style-type: none"> ❖ Books Update <ul style="list-style-type: none"> ○ Movers took all books to the second floor. ○ They will be stored there until the end of October, first week of November. ○ Mother Samira did not have interest in taking book inventory. ○ Movers will take books left to Half Price Books where they will be recycled/disposed. William Shelton confirmed that they could not buy the bulk of the books. ❖ Garage Sale <ul style="list-style-type: none"> ○ There are not enough items left to do a viable garage sale. ○ St. Mary's Guild volunteered to box up the items, and find somewhere to donate the items. ❖ Signage on Garrett and Ross is on land that is no longer owned by St. Matthew's. We will develop strategy to pull up the signs and hardware and determine a new space to display our banners. ❖ Alpha Dara labs want to come back and lease space once again, from November 1 to January 31. Will be a three month lease at \$1,000/month= \$3,000 total for four parking spaces. Two spaces for the lab, and two spaces for staff. We will find appropriate space and they will enter through Henderson. Vestry agreed unanimously. Lease may extend to six months. ❖ November 6, 2021 is the Diocesan Convention. David Pinson has a conflict and cannot attend. Janis Adams, Adele Ichilian, and Mike Cline are currently attending. Space is open to Vestry members first to attend. The Dean will fill the space. ❖ Vestry Terms <ul style="list-style-type: none"> ○ The following vestry members will begin rotating off due to terms expiring: Ryan Morris, Janis Adams, Nancy Sanford, Kenny Rogers, David Pinson. ○ It is noted that previously, David Pinson was elected to replace Chrys Meador as Senior Warden, until the end of December, 2021. He should have been elected at the time to finish the remainder of Chrys Meador's term as Senior Warden. ○ Motion was made to extend David Pinson's term as Senior Warden to finish the remainder of Chrys Meador's term by Adele Ichilian. ○ Motion was seconded by Nancy Sanford. ○ The motion passed unanimously. ○ We will need four Vestry nominees for upcoming terms. Name options should be presented in October for those who would be assets in managing and directing the next three years. ○ Candidates should be in good standing and be confirmed as agreeable to being considered for Vestry nomination. ○ Names should be sent to David Pinson. Candidates will be vetted first and called after vetting complete. ○ Candidates will be presented at November's Vestry Meeting.

<p>Senior Warden Report Cont'd David Pinson</p>	<ul style="list-style-type: none"> ❖ Garrett Hall, Demolitions, Abatement, Renovations <ul style="list-style-type: none"> ○ Last week, storage space on Ross Avenue was rented and furniture moved. ○ Third floor is empty and ready for abatement. ○ First week of November, archives will move to storage. ○ Lodge – abatement is complete. ○ The Wurlitzer piano was donated to a neighborhood church. ○ The black piano was picked up with Bob Jones’ help. ○ Sexton’s House – abatement complete. ○ Demolition – we’ve offered the contract to the demolition company. Permitting in progress, then demolition will commence in the first or second week of November. ○ May allow parents/kids on second floor of Garrett Hall to watch the demolition. ○ Garrett Hall renovation – permit is not issued. Need clarification on payment requirements with City of Dallas. ○ Under the sacristy – abatement should be finished in the next day. ○ Meeting with architect on Thursday to discuss overall pricing/plans. ❖ Logistics with TCR (Trammel Crow Residential) <ul style="list-style-type: none"> ○ Construction fence put up today around Diocesan building. There were two fires set in the last week, prompting the Fire Marshall to request that the fencing be installed. ○ Working sensitively on issue of the two “tenants” who have been sheltering at the building. It has become dangerous for them to remain. This is a pastoral issue being resolved by Deacon Mark. ○ October 29 – water and gas service will be terminated. ○ Disposition of wrought iron fence from Diocesan building: <ul style="list-style-type: none"> ▪ Worst case scenario is that it would be bulldozed. ▪ Possibility to re-purpose by the kitchen area. ▪ Will walk the area with the Dean to see best area for re-use.
<p>Finance Report Tim Mack, Treasurer</p>	<p>September Finance Report</p> <ul style="list-style-type: none"> ❖ Statement of Revenue <ul style="list-style-type: none"> ○ Pledge income was off in September at \$21,000 vs. straight line budget of \$33,000. YTD close to budget. Annualized, pledge is \$20,000 off budget. Traditionally strong months of November and December expected to make up revenue. ○ Plate revenue is up \$11,000 YTD, while pledge revenue is off \$10,000. ○ Total revenue for the month is \$31,000 vs. \$51,000 monthly average. ○ Endowment/SMCA came in to budget. ○ Memorial Concert revenues expected as budgeted. ❖ Expenses <ul style="list-style-type: none"> ○ Total expenses continue to track well ○ Expenses impacted by full auditor expense of \$13,500 in the month. ○ Monthly expenses of \$62,000 vs. \$51,000 budgeted. ○ \$31,000 deficit for the month, third month running a deficit. Usually expenses run close to break even. ○ Cash reserve reduced from opening balance at start of the month of \$171,000 to \$140,000 at close of the month.

<p>Finance Report Cont'd Tim Mack, Treasurer</p>	<ul style="list-style-type: none"> ❖ Balance Sheet <ul style="list-style-type: none"> ○ \$140,000 in Operating Cash at end of month. ○ \$112,000 in Designated/Restricted Funds ○ \$4.5 million in Development Accounts <ul style="list-style-type: none"> ▪ Moving funds to two new CD's to generate better interest than current Money Market. ▪ Opened one 6 month CD with \$1 million. ▪ Opened one 90 day CD with \$2 million. ○ Adjustments for land sale have not yet been made. A CPA has been engaged to consult on correct journal entry reporting. ❖ Designated Funds Reconciliation <ul style="list-style-type: none"> ○ Reduced activity in food accounts this month. ○ Have started to see flow in and out of the flower fund. ○ Activity for September main expenditures in: <ul style="list-style-type: none"> ▪ Insurance repairs. ▪ Final AV equipment payment. ❖ 2020 Audit completed and approved by the Finance Committee. ❖ Finance Committee has started reviewing 2022 budget. Will be a challenging year. <ul style="list-style-type: none"> ○ Significant impact to budget is Dean's return full time to the Cathedral and full salary expense recommencing, from previous job share with the Diocese. ○ Carrying \$112,000 surplus into 2022. Important not to use more than 50% of surplus. ○ Budget is assuming same pledge level. We need to grow pledge levels.
<p>Upcoming Community Events Fr. Rob, Dean</p>	<ul style="list-style-type: none"> ❖ October 21: Joy in Giving Dinner ❖ October 22, 7pm: Taylor Leonhardt Outdoor Concert ❖ October 23, 10am: Diaconal Ordinations ❖ October 24, 5pm: Evensong, Nave ❖ October 28, 5:30pm: Feast of Saints Simon and Jude ❖ October 30, 4-6pm: Trunk or Treat ❖ November 2, 7pm: All Soul's Requiem ❖ November 6, 8:30am: Diocesan Convention ❖ November 7: All Saints Sunday, Episcopal Visitation ❖ November 14: Commitment Sunday ❖ November 16, 7pm: Vestry Meeting
<p>Development Report Tim Mack, Chair</p>	<ul style="list-style-type: none"> ❖ Development Reports distributed to the Vestry: <ul style="list-style-type: none"> ○ Decision Log. ○ Expenditures Tracking ○ Expected Spend in coming month. ❖ \$137,898 spent in the current period. <ul style="list-style-type: none"> ○ 90% of spend was in architectural fees, bringing us current with the architect. ❖ \$150,000 expected spend in the next month. ❖ Safety, usability and aesthetic view of the new entrance stair design of the Church were discussed. <ul style="list-style-type: none"> ○ Additional design ideas from the Vestry can be taken to the architects, however, they may result in a projected 25% increase in the cost, which may not be viable with our budget.

<p>Development Report Cont'd Tim Mack, Chair</p>	<ul style="list-style-type: none"> ❖ Classification question raised regarding reporting of legal fees in the contingency account. <ul style="list-style-type: none"> ○ Confirmed classification is correct as contingency account also contains closing costs.
<p>Welcome Committee Diane Wiles</p>	<ul style="list-style-type: none"> ❖ We keep getting new people. New contact cards being submitted weekly. ❖ Feedback from new attendees is that St. Matthew's is one of the most welcoming places they have been. ❖ Making contact as quickly as possible and connecting new attendees with someone from the parish to keep in touch, ascertain what our new members need and assist them. ❖ We are attracting people from Criswell. The Dean, Paul Demer are a large draw.
<p>Food Pantry Nancy Sanford</p>	<ul style="list-style-type: none"> ❖ It has been a flourishing year. ❖ Grants funds are ending for the year. From October 31 – December 31 no funds are expected. Funding expected to re-start in January 2022. ❖ Partnership with Crossroads continues, pushing into daily sustainable food with some adjustments to continue to feed our neighbors. ❖ We were awarded \$1,200 to be spent by December 31, 2021 by North Texas Food Bank. ❖ Families from Gateway have stabilized. Held a discernment meeting to discuss neighbor's needs and Food Pantry programs to best meet their needs. ❖ Family drive through will now be once a month on the third Saturday of the month. ❖ We qualified for turkeys from Crossroads this year for Thanksgiving. ❖ Annual Thanksgiving To-go will happen. Planning for 200 people. Will announce for parishioners to bring in side dishes, bread, desserts. Food pantry will supply the meat. ❖ Fr. George Joseph is now the Food Pantry Chaplain. Will hold first Food Pantry meeting at the end of October. This gives our Food Pantry volunteers the ability to come together to pray for each other and neighbors, discuss injustice and how better to walk alongside our neighbors.
<p>SMCA Update Bob Jones</p>	<ul style="list-style-type: none"> ❖ Live programming postponed to 2022. The gala is scheduled for May 6, 2022. ❖ Pillars campaign has achieved \$24,000 out of the \$34,000 goal. ❖ There is a \$15,000 pledge for 2022. ❖ Very busy 2022 season planned.
<p>Adjournment</p>	<ul style="list-style-type: none"> ❖ Ryan Morris moved to adjourn the meeting at 8:33pm. ❖ Adele Ichilian seconded the motion. ❖ The motion carried unanimously. ❖ The meeting was closed with the Lord's Prayer.