

# Grace and Holy Trinity Cathedral

## Minutes, Regular Meeting of the Vestry on Thursday, May 23, 2024

*Approved at the July 25<sup>th</sup>, 2024 Vestry meeting*

### **Vestry Members and Leadership Present**

In-Person: The Very Rev. Dr. Andrew C. Keyse (Dean), The Rev. W. James Yazell (Associate Priest), Charles Shipley, Mike Thomas, Steve Moore, Sharon Cheers, Chip Buckner (Treasurer)

Via teleconference (Zoom): Paula Livingston-Lewis, Nigel Jones, Pat Decker, Sara Copeland

Absent: Valerie Johnson (Jr. Warden), Blain Lagergren (Clerk), Julie Brogno, Mathias Nichols

Others Present: Dan Welch, Ron Michka

The meeting was held in hybrid format (Common Room and via Zoom teleconference). The meeting was called to order at 5:30 p.m. by Dean Andy with opening worship.

### **Approval of previous meeting's minutes**

Dean Andy presented the April regular Vestry minutes that were distributed in the May Vestry Packet. Steve Moore moved to accept the April meeting minutes as presented and was seconded by Michael Thomas. The motion passed without further discussion.

### **Junior Warden Report presented by Dean Andy on behalf of Valerie Johnson**

Church Insurance premiums are going up 15.6% (typical increase is 3-8%, last year was 12.1%). A portion of the premium increase is due to rising property values and construction costs but also just rates of everything going up. Church Insurance agent, Ken Jacobson, also said that we have some items in our policy that are more than we really need. For example, our commercial umbrella is \$20 million. He said we are the only church of his 600 churches with that high of an amount. Most churches our size have a \$10 million umbrella. Note: The Diocese has a \$20 million umbrella we are also covered under.

Our current premium is \$54,330 and the new premium will be \$62,809 on June 12, 2024, if maintain same policy/coverage. If we want to temper the impact of the new premium, Ken Jacobson recommended we consider these options with quoted savings.

Due to this proposed 15.6% increase in our current premium Church Insurance policy (from \$54,3330 to \$62,809 beginning on June 12, 2024) the Buildings and Grounds Committee has made the recommendation to the Vestry to: 1) Lower the umbrella from \$20m to \$10m; and to 2) increase the deductible from \$10k to \$25k for a total savings of \$7915.

Sharon Cheers moved to accept the recommendation of the Buildings and Grounds Committee, which is to: 1) Lower the umbrella from \$20m to \$10m; and, to 2) increase the deductible from \$10k to \$25k. She was seconded by Charles Shipley. The motion passed without further discussion.

The Common Room has been evaluated by a committee (led by Ken Stewart, a member of Buildings and Grounds Committee) regarding usage and proposed modifications to its current state beyond the removal of the murals and some aesthetic work completed to date. (For costs and project justification, please see the 2 documents included with the May Vestry Packet.)

Highlights included: 3-5 weeks to complete the work; the purchase of ceiling fans, window treatments, chandeliers, carpet squares one month prior to construction (\$13,300); Technology and slat wall purchased 2 weeks prior to construction (\$2,970); Total Room Costs: \$54,478. This estimate does not include additional furniture, tables, and stackable chairs

On May 14, at the BG Committee Mike Thomas made the motion that the Buildings and Grounds Committee approve the proposed project so the Vestry can examine the proposal, consider the necessary funding, and determine if ready to forward to the Finance Committee. The motion was seconded by Nigel Jones. The motion passed following discussion points noted below.

The BG Committee moved to approve this recommendation so the Vestry can proceed with considering, and potentially approving, the project. Although this BG recommendation is being forwarded to the Vestry, it is important to note the "Discussion Points" worthy of further discussion by the Vestry.

The Vestry has 4 options regarding the Common Room Renovation:

(1) The Vestry makes a motion to approve the Common Room project. Note that they will also need to understand and recommend the funding source/line item from the budget. This funding source should be noted in the motion. (It is unclear to the current Buildings and Grounds Committee if there is an allowance for the project in the 2024 budget, or will be in the 2025 budget.)

(2) The Vestry makes a motion to recommend the Finance Committee examine the requested cost of the project and determine if the Finance Committee can identify a funding source/line item from the budget.

Then, if determined to be affordable/fundable by the Finance Committee, the Vestry would then be able to make a complete motion to approve the project, including the identified the funding source, at a future Vestry meeting.

(3) The Vestry can make a motion to table a decision at this time--requesting more information, time to review, modify the recommended project, etc. and revisit at a future Vestry meeting.

(4) The Vestry can make a motion to table the Common Room Renovation until the 2025 budget considerations can be completed.

Michael Thomas moved that the Vestry recommend the Finance Committee examine the requested cost of the Common Room Project and determine if the Finance Committee can identify a funding source/line item, up to a ceiling of Sixty Thousand Dollars (\$60,000.00), from the budget. Sharon Cheers seconded. The motion passed without further discussion.

## **New Business**

The next Vestry Meeting will be July 25<sup>th</sup> at 5:30 p.m. in the Common Room and via teleconference.

**Financial Report** presented by Chip Buckner, Treasurer

March of 2024 and April of 2023 had five Sundays, both including Easter. As a result, comparing April 2024 to March 2024 or to April 2023, April 2024 will seem deficient. Pledges and plate offerings are behind April 2023's numbers. As a result of Easter throwing off comparable figures, year-to-date figures are the better gauge of status currently. User fees, however, are much higher than last year's comparable. Facility expenses and utilities are under budget. We budgeted a Forty Thousand Dollar deficit to the operating fund for this month and that was accurate. Year-to-date we are remarkably close to where we expected to be. Pledges are up slightly; plate is down slightly. Gift and bequests are robust due to the gift received in January and recurring bequests are as expected. User fees are up significantly. Endowment to operating is as expected. We expected to have many more revenues in our operating than have gone in. Even without those expected amounts we are roughly Thirteen Thousand Dollars ahead. Year-to-date we are Seventy-Six Thousand Dollars ahead of expected.

Month-to-month plate offering, we are down. User fees are much higher than expected. Endowment to operating is very close to expected. We budgeted Twenty-Two Thousand Dollars in interfund transfers every month and we have not put them into the budget. This was the covid money that was put into trust and expected to transfer into operating at that Twenty-Two Thousand a month rate, but we have not done that. That money is still sitting in the trust account and is money we expected to spend but have not. This could be a potential source of funding for the Common Room Project. If we tell the bank how much we want to transfer every month, why does that figure differ every month? 1. The number stays the same until we change it and we are not good about communicating that. 2. Some trusts are paying out earnings rather than a fixed amount requested by the Vestry. We are generally spending equal to or slightly greater than what was budgeted for staff and slightly less than expected for facilities. Year-to-date we have spent Thirty Thousand Dollars less than budgeted for facilities.

Balance sheet analysis of cash accounts showed a Forty Thousand Dollar deficit, but the cash account dropped Fifty Thousand. Why? Because of the music guild fund. The trust fund number includes roughly Two Hundred Thousand Dollars in COVID money. What is the music guild fund? Any musical expenditure not for regular personnel, for the organ, or for sheet music, goes to music guild fund. Repair harpsichord, choir tour, parking lot funding, sing along, music series, visiting boys' choir, etc. goes into this fund. If an expenditure happens in this fund and money is brought in to cover that expenditure it is neutral, if money is tagged here but is not reimbursed from elsewhere, it is negative. This is not operating account money. No one sees this unless someone goes looking for it specifically. When the Vestry approved the Ten Thousand Dollars for the UK choir tour, the music guild fund was responsible for the interplay between the cash account disparities.

**Nigel Jones and Sara Copeland departed at 6:15pm. As a result, the Vestry's quorum was lost and no further business, motions, or votes could occur.**

**Acceptance of the April Financial Report is delayed until the July Vestry meeting.**

**Dean's Report**, *The Very Rev. Dr. Andrew C. Keyse*

Upcoming events: This Sunday will be the coffee hour celebration for Joan Bock. The Pride parade will be June 8<sup>th</sup> with a Eucharist at St. Paul's at 8:30 a.m. that same morning. There will be sign up slots to work our booth in the park on Friday, Saturday, or Sunday. Sunday, June 9<sup>th</sup> is our Wear Orange Sunday for Gun Safety and Gun Violence Awareness as well as the beginning of our Parish Breakfasts for the summer, of which there will be one in June, one in July, and one in August.

Strategic Plan Update: Julie Brogno has agreed to be on the newly formed Social Gathering Committee. As of right now there have been no volunteers for the Bylaw Revision Committee. Steve Moore subsequently communicated that it would most likely be himself and Mark Galus, along with Dean Andy's required presence. The electronic system currently in place in the belltower does not currently function. It was repaired during Covid and shortly thereafter failed again. We have asked the company responsible for that system for a bid on the newest form of that system, factoring in that the current system is nonfunctional. The conversation then moved to whether or not the current system would serve our needs. We desire an audible bell system, and, while hymns would be nice, they are not necessarily required. Dr. Paul Meyer and Dr. Lucas Fletcher then inquired as to the possibility of returning actual bells to the tower, which then would be managed electronically. We are examining the options for cost.

Budget Committee Charge Update: Budget Committee has not met again yet. We are evaluating our 5 pillars of ministry in terms of defining those things so that everything will match and make sense within the context of the charge. Hopefully we will be able to accept that charge at the next meeting of the vestry.

**Associate's Report, *The Rev. James Yazell***

Fr. James will be out from June 10<sup>th</sup> to the 28<sup>th</sup> in order to work on his Master of Sacred Theology (STM) through Sewanee's advanced degree program. Dean Andy and Fr. James will be leading a book study on Sundays in July, utilizing *Life Together* by Dietrich Bonhoeffer, a Lutheran minister who resisted the Nazi regime's rise to power in Germany and was the first post-Reformation martyr to be recognized.

**Stewardship Report *presented by Steve Moore, Stewardship Chair***

There are no updated numbers for this month. We continue to received pledges into the month of June. There will be an earlier start to the stewardship drive next year.

**Senior Warden Report *presented by Steve Moore***

The Dean's annual review will be next month in accordance with his letter of agreement. Upon analyzing the new Missouri non-profit statutes, we will assemble a package for distribution to the Vestry to guide us in the review and revision of our bylaws. The new bylaws will be in a Word format for ease of editing.

**Other Committee or Vestry Liaison Reports**

**Dinner with Friends, *Julie Brogno***

**Social Outreach, *Paula Livingston-Lewis***

**Community Engagement, *none***

**Safety/Security, *Sharon Cheers***

Sharon provided the new contacts for our patrol division downtown in the Kansas City Police Department (KCPD). She made the suggestion that those living downtown attend some safety and security KCPD meetings. KCPD will still be organizing staffing issues concerning patrols and meeting requests by the downtown community.

The closing of Barney Allis Plaza has led to Holly fielding increased numbers of requests to utilize our parking lot. Surrounding parking lots that have sold their parking spaces have also increased their rates. Increasing rates may be a future consideration but at this time the feeling is that we do not need to do so.

**Children’s Formation/Young Adults**

No report.

**Communications**, *none*

**Budget**, *Sara Copeland*

No report.

**Additional Discussion**

None.

**Old Business**

None.

Strategic Plan Update: N/A

**Who Should We Thank?**

Those who helped grill at the Parish Picnic as well as Ric and Janet Sweeting for their gardening efforts.

Those who stepped up on Altar Guild such as Kristy Moore, Candy McDowell, Vangie Rich, etc.

Sharon Cheers moved to adjourn the meeting and was seconded by Steve Moore. The motion passed.

A closing prayer was led by Dean Andy. The meeting adjourned at 6:41 p.m.

Respectfully submitted,

Blain Lagergren, Clerk