

Grace and Holy Trinity Cathedral

Minutes, Regular Meeting of the Vestry on Thursday, April 25, 2024

Approved at the May 23, 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), Valerie Johnson (Jr. Warden), Charles Shipley, Michael Thomas, Blain Lagergren (Clerk), Chip Buckner (Treasurer), Julie Brogno, Sharon Cheers

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

Absent: Steve Moore (Sr. Warden)

Others Present: The Rev. Barbara Wegener (Deacon)

The meeting was held in hybrid format (Common Room and via Zoom teleconference). The meeting was called to order at 5:33 p.m. by Dean Andy with opening worship.

Approval of previous meeting's minutes

Blain Lagergren presented the March regular Vestry minutes that were distributed in the April Vestry Packet. An amendment to the minutes was necessary as the draft of the March meeting minutes showed Sara Copeland was present via teleconference and in person. Sara Copeland was present via teleconference. Michael Thomas moved to accept the March meeting minutes as amended and was seconded by Sara Copeland. The motion passed without further discussion.

Dean Andy presented the Vestry with a resolution, as requested by Commerce Bank, resolving that:

"Blain Lagergren, Clerk of the Vestry, is authorized to sign the Commerce Trust 'Institutional Client Trust Account Authorization Form' on behalf of Grace and Holy Trinity Cathedral."

Julie Brogno moved to adopt the resolution and Nigel Jones seconded. The motion passed without further discussion.

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

Upcoming events: Sunday May 5th will be Youth Sunday. Youth and Clergy will be wearing our t-shirts made for the service, clergy will still have their stoles. House and garden workday will be the morning of May 11th, lunch will be included. The parish picnic is either Trinity or Pentecost and this year will be May 19th, which is the feast of Pentecost. The Deans' Conference was nice and, while rainy, the proximity of functions made the weather a non-factor. The theme of the conference was 'Cathedral as Meeting Place,' and how we can use our buildings to be meeting places for groups who may not have a voice. Archbishop of Indigenous Peoples for the Anglican Church of Canada gave a talk about the plight of indigenous peoples in Canada. The dean of Coventry Cathedral preached on reconciliation. Dean Andy indicated a desire to find more ways to explore the Cathedral as a place of reconciliation and healing in

our community. The Deans' Conference will be in Omaha, Nebraska in 2025, cohosted by the cathedrals of Omaha and Des Moines, Iowa. The Episcopal Parish Network Conference will be February 25th-28th of 2025 and the Planning Committee will be here next week to start planning and meeting with the powers that be. Grace and Holy Trinity, St. Paul's, and St. Andrew's will cohost the conference. The Sheraton Crown Center has been selected as the hosting hotel. Closing worship services for the conference will be held at the Cathedral. Dean Andy will meet with them next Wednesday. May 15th-18th, Wednesday through Saturday, Dean Andy will be traveling to Mexico to preside over the renewal of wedding vows for members of the Cathedral.

The Vestry was presented with a request from Pride Planning Committee for Five Hundred Dollars (\$500), Dean Andy, in discussion with Julie Toma suggested to the Vestry that the money come from Parish Life. The Parish Life line item is not used very often, so this year's budget is set up so that speaker fees for events in Founders' Hall, for instance, will come from Parish Life as well.

Paula Livingston-Lewis moved to approve funding to the Pride Planning Commission in the amount of Five Hundred Dollars (\$500), and was seconded by Sara Copeland. The motion passed without further discussion.

Budget Committee Charge Update:

Dean Andy has written and provided a Budget Committee charge not to adopt at this meeting, but rather that we might reflect on it. The Budget Committee will be establishing the areas "for focusing on the lens of our five pillars of ministry." More work will be done on naming those areas.

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

Fr. James will be on vacation May 6th-12th in Mexico. Fr. James was invited to give invocation for Kansas City Ethnic Enrichment Commission's Diplomatic Ball. The eucharistic practices class went well, addressing questions like why you would adopt certain practices, and how to functionally perform them. It is very helpful for those involved to explicitly talk about those practices.

Financial Report presented by *Chip Buckner, Treasurer*

Chip is pleased to report that he is a little bit less ignorant than last month. For March, pledges are way above what was budgeted and last year's figures. For March, Plate was way above budget and last year's figures, and user fees were way above budgeted as well. For March, total revenues were at \$197,000.00 as compared to \$148,000.00 last March and \$181,000.00 budgeted for the month of March this year. This year's higher numbers were explained as last year lacking one Sunday, and that Sunday being Easter. March contained three pay periods and as such salary expenses, clergy and lay, were larger than expected. Easter music also contributed to higher expense figures. Facility expenses were zero for March. Utilities were way down for the month of March.

The extra Sunday results in year to date (YTD) totals being higher than expected. YTD plate offerings are lower than budgeted and in line with last year. YTD total revenue was budgeted for \$529,000.00 while actual was \$530,000.00, including Easter and a \$35,000.00 bequest received at the beginning of the year. The end of April will present an opportunity for a more accurate comparison with last year's figures. YTD expenses for salaries are higher than budgeted, YTD expenses for facilities and utilities are lower than budgeted. Education, parish life, and nursery are lower than budgeted. The Cathedral has greater than \$700,000.00 in cash accounts, which is the UMB checking account. On the first day of each month Commerce Bank and UMB transfer money out of the endowment and into our account and for March this was \$58,359.83. All the cash accounts presented in the packet are the UMB checking account. The trust fund contains roughly \$500,000.00, which translates to holding half a million dollars in a non-interest-bearing account. When we spend money out of the clergy discretionary fund, we are borrowing from that

half million-dollar figure. The transfer from vestry discretionary to clergy discretionary fund was executed as planned. Brenda Colburn, Steve Berman, and Julie Toma are exploring the purpose and function of the music guild fund in financial terms. In response to a request from Valerie Johnson, Chip explained line 1682 Employee Advances as related to the interest-free note for Dean Andy's housing and containing the taxable value of the income to Dean Andy that comes from the forgiven interest on that note. There will be an effort to rename accounts in a more common sensical way that describes the purpose of the account, ideally on its face. Line 2420 Parking Lot Fundraisers contained \$1400.00 in February and \$10,000.00 in March.

According to our numbers we think we have \$776,511.62 and UMB thinks that we have roughly \$713,000.00 in the cash account. Difference may be accounted for by uncleared deposits in the amount of roughly \$94,000.00, Easter on the 31st, and roughly \$40,000.00 in uncleared checks. Adding and subtracting those numbers Chip gets \$767,970.07, which is still \$8500.00 difference. Steve Berman believes deposit discrepancies in 2022 may account for the remaining difference. Chip will monitor that difference through the audit currently being pursued. Another music guild fund balance is still being investigated. Net asset balance is showing excess cash received and it is the positive difference between assets and liabilities, and our investments have done well this year. Insurance rates are going up.

Valerie Johnson moved to accept the March Financial Report and was seconded by Michael Thomas. The motion passed without further discussion.

Stewardship Report *presented by Dean Andy on behalf of Steve Moore, Stewardship Chair*

There will be a financial snapshot in Dean Andy's upcoming email. We do have some renewed pledges without pledge cards. There have been 7 converted. As of this meeting we have 117 pledges, totaling \$450,802.00. Our goal is \$500,000.00. We have 23 pledges not renewed, totaling \$56,625.00. There is a reasonable expectation that some pledges may not appear until June.

Junior Warden Report *presented by Valerie Johnson*

We still need assistance with touching members with notes, deliveries, ride offers, etc. We need a pool of servant members. Vestry calls will be commencing soon, and we would be better served with a system to support that call structure and consistency of communication. The next Buildings and Grounds meeting will be May 14th, at 4:00 pm, in the common room. Nigel has been communicating with the National Wood Flooring Association regarding the assessment of the Founders' Hall floor. Gardening day will be May 11th, with a simple lunch provided. Buildings and Grounds will be discussing Common Room Committee and its three primary purposes: meetings/instruction, celebrations/small gatherings, and comfort/quiet reflection. The technology part of the renovation for the common room will be mounted on the east wall. The kitchenette will have sink access but not a food preparation area. More details will be coming next month and the Committee may be ready to bring the plan to Vestry for approval.

Senior Warden Report *presented by Steve Moore*

No report.

Other Committee or Vestry Liaison Reports

Dinner with Friends, *Julie Brogno*

Social Outreach, *Paula Livingston-Lewis*

Community Engagement, *none*

Safety/Security, *Sharon Cheers*

No report.

Children's Formation/Young Adults, *Blain Lagergren*

No report.

Communications, *none*

Budget, *Sara Copeland*

First meeting of the Budget Committee was held yesterday evening, April 24th. The Committee discussed the transition to a mission-based budget and examined examples provided during Vestry retreat and resulting likes and concerns. The mission categories for the Cathedral were also discussed. It was a positive discussion but no decisions have been made yet. Looking at the process from first meeting to approved budget for next year, the Committee is anticipating high-level milestones to send out to staff, committees and others that make budget requests. The Committee will be sending out budget budget(sic) requests in June, providing six weeks to return those requests to the Budget Committee, and hopefully start process of building the budget in July. The Committee is hoping to solidify the mission categories before then to map those budget requests onto the mission categories. The Committee wants to have those categories mostly defined to present to the Vestry at our next meeting for feedback. They are anticipating assigning numbers to mission categories in the fall with a deadline in December for Vestry approval and presentation to the parish at the annual meeting. The Committee also discussed communicating the mission-based budget process to the parish sometime soon, in a consistent way via print and during services.

Additional Discussion

Dean Andy will be exploring, with Dr. Paul Meyer, potential alternatives and solutions to the Children's Choir as originally formulated if circumstances make that formation impractical or burdensome in the immediate future.

There was a discussion of marketing, advertising, and communications efforts insofar as our visibility and invitation to non-members is concerned. Ideas discussed such as placards, posters, and digitally linked materials designed to face and present to non-members; and activities such as farmers' markets, musical performances, casual picnic use, and other potential uses of the green space on the grounds. Additionally, the idea of digital payment points coupled with use of Cathedral parking space was discussed by Dean Andy and is being explored by office staff in terms of value and convenience to users insofar as it is able to offset the associated fees.

Old Business

Valerie Johnson questioned whether we need a spot on our agenda that provides updates on our Strategic Plan progress? The consensus is yes, and Dean Andy suggested that it be placed in or around the New and Old Business section of Vestry meetings going forward.

Who Should We Thank?

The Vestry agreed that Diane Barker and Beth Keyse should be thanked for their outstanding efforts in leading our welcome ministry during the Easter season. A "Thank You" will be circulated to the Vestry for signature.

New Business

The next Vestry Meeting will be May 23 at 5:30 p.m. in the Common Room and via teleconference.

Michael Thomas moved to adjourn the meeting and was seconded by Sara Copeland. The motion passed.

A closing prayer was led by Dean Andy. The meeting adjourned at 6:58 p.m.

Respectfully submitted,

Blain Lagergren, Clerk