

Trinity Cathedral

Charter of the Executive Committee of the Vestry

Purpose

The Executive Committee establishes the agenda for Vestry meetings and conducts other business as empowered by the Vestry. The Executive Committee also serves as a council of advisors to the Dean and discusses sensitive or confidential issues.

Composition & Terms

Dean of the Cathedral
Senior Warden
Junior Warden
Treasurer
Operations Manager

All members are ex officio.

Committee Leadership

The Committee is chaired by the Dean. In the Dean's absence, the Senior Warden chairs the Committee.

Meeting Schedule and Quorum

The Executive Committee meets prior to each vestry meeting using a schedule agreed upon by the Dean and Wardens. Special meetings can be scheduled by mutual agreement. A meeting cannot be held without the Dean or Senior Warden present as well as a majority of the members (at least 3 of 5).

Meetings are usually closed.

Responsibilities of Members

- Establish the agenda for vestry meetings and retreats
- Monitor Cathedral finances through the ministry of the treasurer
- Recommend courses of action to the vestry