

# TRINITY EPISCOPAL CATHEDRAL



## Trinity Episcopal Cathedral Sacramento Vestry Meeting Minutes May 17, 2016

Roll Call: Present: Dean Brian Baker, Rod Thomas, Pat Ronne, David Lindgren, Linda Aston, Eileen Harvey-Qualset, Jason Lyons, Bill Mason, William Shane, Peter Perera, Nathan Daily, Doss Miller, Bud Swank and Vestry Clerk, Laura Jestes

Absent: Bishop Barry Beisner

Guests: Jerry Paré

### Handouts

Financial Reports

Diocese Financial Review 2015

April statements (draft)

Center for Church Vitality – Proposal for Strategic Planning Scope of Work

*Dean Baker called the meeting to order at 6:30 p.m.*

### OPEN MEETING

Opening Prayer – Pat Ronne

Prayer Report – Pat Ronne

Approval of April 19 and May 11 Minutes – Both approved.

Book Discussion – The Soul of Money

### Vestry Committee Reports

**Finance Committee** – Pat Ronne

Review and discussion of the financial statements, Diocese Financial Review.

Finance Committee goals this year: Fine tuning accounting procedures, developing an accounting manual and conducting monthly reconciliations.

**Stewardship Committee** – Rod Thomas

Planning a dinner for those participating in planned giving.

Stewardship Committee will be providing education to parish on planned giving.

*“A Growing community making disciples who love and serve Christ and His world”*

Monday, June 6, 2016 at 7:00 p.m.: Stewardship Training for all in the Conference Room by Bud Swank

Trinity video presentation in the works for the upcoming 2016 Stewardship Campaign.

Note: Brian added that he and Bud Swank are working on putting together a meeting for additional revenue through gifts from Trinity donors.

Minutes will be taken by Stewardship Committee members and provided to the Vestry.

**Governance Committee** – David Lindgren

The Governance Committee developed a draft Charter to be presented at the next Vestry meeting after formatting by Jerry Paré.

**Facilities Committee** – Peter Perera

Trinity painting project is on hold due to the discovery of dry rot. The committee would like to hold a fundraiser for fixing the stained glass windows.

Agreement has been drafted for B Street Theater contractor on licensing the property next door.

Note from Brian: B Street Theater groundbreaking is at 11:00 a.m. on Thursday, May 19, 2016.

Nomination of Laurie Moulton as Vestry Clerk – Brian Baker

Motion: Jason Lyons moved and Linda Aston seconded the motion to approve Laurie Moulton as the Vestry Clerk. Laurie Moulton was approved as the new Vestry Clerk.

Strategic Planning – Brian Baker

Review and discussion of the Proposed Scope of Work submitted by Consultant, Caroline McCall (Center for Church Vitality) to the Vestry for Strategic Planning 2016.

Brian will send the notes/photographs of the Vestry Retreat notes to all Vestry members. Jason and David Lindgren will review and produce a list of concerns that lead us to do strategic planning. Jason and David will provide the list to the Vestry members.

Brian will send the PDF of the Holy Cow Survey to all Vestry members.

Linda Aston, Doss Miller and Bill Mason will follow up with checking references for the consultant after Brian obtains a client list from the consultant.

Recruitment of three people to lead the efforts for this strategic planning process.

Approval of the new proposal with our input will be in two weeks on May 31, 2016 at 7:00 p.m.

Access ACS – Jerry Paré

Brief tutorial on the system.

*"A Growing community making disciples who love and serve Christ and His world"*

Vestry Meetings – Day and Time Change: Beginning June 28, 2016 Trinity Vestry Meetings will be held the 4<sup>th</sup> Tuesday of every month at 7:00 p.m.

Next Meeting: Tuesday, June 28, 2016 at 7:00 p.m.

Approval of the May Minutes – Brian Baker

Motion: William Shane moved and Eileen Harvey-Qualset seconded a motion to approve the May 17, 2016 Minutes. Motion: Approved.

Closing Prayer and adjournment – Dean Baker

Respectfully submitted,

Laura M. Jestes, Vestry Clerk

NOTABLE DATES:

Executive Committee – June 8, 2016 7:00 p.m.

Governance Committee – June 12, 2016 1:00 p.m.

Stewardship Committee – June 14, 2016 7:00 p.m.

Finance Committee – June 21, 2016 6:30 p.m.

Facilities Committee – June 28, 2016 5:00 p.m.

**VESTRY MEETING – JUNE 28, 2016 7:00 P.M.**