



Vestry Meeting Minutes

Date: 3/21/2021

Held via Zoom conference call (due to COVID-19 gathering restrictions)

Attendees: Richard Lawson, Angelina Thomson, Helen Richards, Greg Movesian, Katie Pearson, Michael Vente, Rodger Hara, Rebecca Richardson, William McMechen, Kathleen DeMars, Meg Parish, Audrey Chapman, Mike Koechner, Ilana Poley, Broderick Greer

Absent: Leigh Grinstead, Elizabeth Drummond, Jennifer Allen

Guest: Mark Wherry

Call to Order: 4:00pm

Richard opened the meeting with a prayer.
In Leigh's absence, Michael led the meeting.

Summary of actions taken:

- Approved a motion (with deep gratitude) to approve the updated scope and cost of the HVAC project and to receive the gift from the anonymous donor.
- Approved a motion to accept the Financial Committee's recommendation to not accept the offer of the Woodward home, and noted deep gratitude to Nancy Woodward and her family as well as great regret in not being able to accept the generous gift.
- Approved the Cathedral's emergency preparedness plan.
- Appointed Helen Richards and Jennifer Allen to the Vestry's Executive Committee.
- Approved Vestry Meeting Minutes from January 2021

Discussion

Buildings & Grounds (Richard Lawson)

Memorandum from Tryba Architects and WSP Engineers

Richard summarized the responses to various questions that Vestry members asked Tryba at the last Vestry meeting. No other questions arose from Vestry members.

HVAC Project Initial Guaranteed Maximum Price (IGMP) Overall Project Costs

Richard summarized the added details for the HVAC project proposal and the guaranteed maximum price. He said that Dagwell Hall would be added to the project's scope thanks to the generous support from the anonymous donor. He said that staff would meet with the contractor this week and get a final estimate in April. He believed that no remediation would be needed since some of that work was previous addressed in other projects over the years.



Rodger asked who the general contractor would be. Richard said that Phipps would play that role. Michael asked if scrap metal associated with work could have value and potentially help offset costs. Richard said that he would discuss that with the general contractor. Greg asked if historic preservation costs needed to be factored into the budget. Audrey said those costs were included in the budget. Greg asked if the radiators would be removed as part of the HVAC project Richard said that the radiator units would be removed permanently since they would no longer be needed with the new HVAC system.

Richard added that several details will be worked out in the next few weeks. He said that work on the towers and possible floor upgrades needed to be better scoped out. Kathleen, and the entire Vestry, gave great thanks for the generosity of the anonymous donor's gift. Richard said that he thanks this person often and that this person was thrilled about the plans Rodger asked how the work will be documented to better inform the rest of the parish. Richard said that Evans had a communications plans to better inform the entire parish of this news and a videographer had been scheduled to record the announcement of gift, information on the new menu of service options (morning services, in-person coffee hour, Wilderness services, etc.). Regular updates throughout construction will also be shared.

Rodger commented that it may take longer to get building permit than they are anticipating since the city has had layoffs, furlough days, and prior projects in pipeline. Michael made a motion (with deep gratitude) to approve the updated scope and cost of the HVAC project and to receive the gift from the anonymous donor. Mike seconded the motion. The motion passed.

Finance Committee Recommendations regarding Nancy Woodward's House (Richard Lawson)

Richard provided a summary of the recommendation from the Finance Committee to not accept an offer to purchase the former home on Nancy Woodward. He explained that Nancy Woodward offered her house to be used as deanery. Richard and Leigh visited and toured the house with Nancy's sons. Concerns were raised on the cost of needed upgrades on the home.

Michael made a motion to accept the Financial Committee's recommendation to not accept the offer of the Woodward home, and noted deep gratitude to Nancy Woodward and her family as well as great regret in not being able to accept the generous gift. Greg seconded the motion. The motion passed.

Arborist Recommendation and Proposal for Removal of Cathedral Trees (Richard Lawson)

Richard summarized a proposal to remove several trees on the Cathedral's property. Many of these trees are along the western wall of the Cathedral. The work would be done this summer. Vestry will be asked to approve the final plan later. Audrey would provide Vestry with a map of the proposed removals. Rebecca noted that many of the trees were at the end of their lives and potentially compromising the foundations of the Cathedral because they were so close to the building.



Greg provided the Vestry with information on a French Oak that he planted on the Cathedral grounds on the West Lawn. He did not have the name of the individual the oak was planted in memory of, but he noted that the oak was a relative of similar oaks at Versailles. He hoped that oak could remain and requested that the Vestry have a conversation if the oak was ever removed.

Ilana asked if the removal of trees would impact the work of the landscape architect. Audrey did not think the removal would impact the landscape architect's work, but Richard said he would connect with the landscape architect on these plans. Greg encouraged everyone to look at original landscaping plan from the 1920's in the archives in the hopes that it might be helpful as part of these discussions. Rebecca noted that the removal of the trees would help with the stained-glass window repairs.

Christina Rutland, Priesthood (Richard Lawson)

Richard and Katie explained work that Christina Rutland has begun to enter the priesthood. Her discernment committee has approved her moving to the next step of this process. Richard concurs with committee's recommendation. He said that she will likely do one more year of discernment with the Bishop's office staff after this approval. She would then go to seminary. He said that she would remain on staff until leaving for seminary.

Katie noted that approving this next step for Christina also involved a monetary contribution from the Cathedral for her continued education. Richard said that the specific amounts of financial supports would be determined later. Audrey and Richard will work on specific numbers and then bring it to Vestry when appropriate.

Ilana, Kathleen, and all Vestry members provided their support for Christina's journey. Richard said he will follow-up with an email vote chain after the meeting for documentation for the Bishop's office.

Plans for Reopening all Three Sunday Services (Richard Lawson and Broderick Greer)

Richard and Broderick provided many details about the re-opening of the Cathedral to in-person worship opportunities. They said that all the necessary details would be communicated to the congregation in several ways (email, video, etc.). Services will continue to live streamed when held in Dagwell Hall. Vestry members had several questions about the re-opening plans and the logistics associated with all the different options. Broderick provided answers to questions and said that plans would be altered as necessary as the new offerings are implemented. Vestry members also had several questions related to COVID protocols. Broderick said that all options for gathering would be in alignment with guidance from state/city officials as well as the Bishop's office. Vaccination would be strongly encouraged for those that are attending services/gatherings.

Emergency Preparedness Committee Plan (William McMechan)

William provided a brief overview of the very detailed emergency preparedness plan and the work of the Preparedness Committee. The plan detailed several scenarios that all staff should



be prepared for in the event of an emergency or other type of event on Cathedral grounds. William welcomed questions regarding the plan.

Michael made a motion to accept the plan. Rebecca seconded the motion. The motion passed.

Vestry Executive Committee membership

Michael said that Helen Richards and Jennifer Allen both agreed to serve as members of the Vestry's Executive Committee. Michael and Richard explained the purpose of the Executive Committee and the role it plays in approving time sensitive actions between Vestry meetings. Michael made a motion to appoint Helen Richards and Jennifer Allen to the Vestry's Executive Committee. Angie seconded the motion. The motion passed.

Director of Operations Report (Audrey Chapman)

Audrey provided a very brief high-level overview of the Cathedral's financials. She will provide added detail at the next Vestry meeting once the Q1 2021 financials are completed.

Minutes Vestry Meeting from January 2021

Mike provided an edit to the January 2021 Vestry meeting minutes. He noted that the word "sacristan" was used incorrectly. Michael said that the minutes would be updated to reflect that edit. Michael made a motion to approve the minutes as amended. Helen seconded the motion. The minutes were approved as amended.

Closing:

Closing prayers offered by Helen.

Adjourn to Clarkson Corporation Meeting: 6:25pm