

**Minutes of Trinity Cathedral Vestry Meeting
April 19, 2022 – 5:30 p.m.**

Present:

Vestry Members: Janet Lechleitner, Jr. Warden; Paul Herrgesell, Treasurer; Gary Benjamin; Mark Biddlestone; Elizabeth Billings; Martin Hermes; Diane Hexter; Cynthia Ries; Jeff Spiess

Staff: The Very Rev. Bernard Owens, Dean; The Rev. Adrienne Koch, Priest Associate

Clerk of Vestry: Darrell Lausche

Absent: Patricia Roberts, Sr. Warden; Audrey Hudak; Linda Lee

- The Vestry Business Meeting was called to order at 5:32 p.m.
- Martin Hermes offered the opening prayer/devotional

Fiduciary Work

1. Vestry Wardens

Dean Owens shared that Janet Lechleitner has submitted her resignation from Vestry for family reasons. Janet expressed her gratitude and honor for being able to serve on Trinity Cathedral's Vestry and as Junior Warden. Before the close of the meeting, **Cynthia Ries moved, with deep regret, "to accept Janet Lechleitner's resignation."** **Paul Herrgesell seconded the motion. The motion passed unanimously.**

2. Adoption of Consent Agenda

- a. March Minutes – No Changes
- b. Stewardship Report (Dashboard)

Beth Billings moved "to accept the consent agenda." Cynthia Ries seconded the motion. The motion passed unanimously.

3. Finance Committee & Treasurer's Report

Paul Herrgesell shared the recent reports posted in the Vestry Dropbox. Both the Cathedral's and Common's budgets are in good shape. A grant was received and helps in the income. Expenses continue to be low. Expenses will increase when the Steward and Youth and Children's Ministry Director positions are filled. A meeting with the auditors is scheduled for the week of April 25, 2022.

4. Property Committee

Janet Lechleitner presented the Property Committee Report. The glycol issue in the geothermal system has been addressed. Corinne Wallner is working with the company that installed the new parking gates on credits to offset the loss of parking revenue.

- a. Columbarium – The Property Committee is recommending expanding the columbarium with both elevations A and B, because there is a cost savings to doing both simultaneously. Trinity will be responsible for unloading materials. **Janet Lechleitner moved "to approve the estimate for both elevation A and elevation B of the columbarium expansion." Mark Biddlestone seconded the motion. The motion passed unanimously.** Janet reminded the members of Vestry that this is a project that will recoup the cost of expansion through selling niches in the columbarium. The quotes received were all under budget. The expansion will add 66 niches. A question about a memorial labyrinth was raised.

- b. Cirino & Sons – The estimate is for repairing the exterior Café Ah-Roma steps. The quote came under budget. Repairs to the entry retaining wall by Cathedral Hall and the Cathedral Hall terrace can be added. **Janet Lechleitner moved, “to accept the Cirino and Sons estimate, as provided.” Paul Herrgesell seconded the motion. The motion passed unanimously.** Paul Herrgesell thanked Janet for her work on the Property Committee and how well the committee is addressing the needs of Trinity Cathedral.

5. Revisions to Employee Handbook

Jeff Spiess presented revisions to the employee handbook. The documents were made available via the Vestry Dropbox. The first document summarized the proposed changes to the handbook. The second document is the proposed revised handbook, in its entirety. The decision was made to address all the items that bring policies in line with the Cathedral staffing and structure and to eliminate selected items that are unnecessary. Proposed revisions were reviewed by attorneys on the committee. **Jeff Spiess moved, “to accept the proposed changes to the Employee Handbook.” Cynthia Ries seconded the motion. The motion passed unanimously.**

6. Staff Updates

Dean Owens updated Vestry members about staff. Marisa Marflak resigned from the Trinity Cathedral due to other opportunities. He expressed his gratitude for the work she has done at the cathedral. There will be an examination of how this will change the operations of Trinity Cathedral and needs will be addressed as required.

Dean Owens also shared that a Director of Children’s and Youth Ministries has been hired. His name is Eric Travis. An announcement to the congregation will be made within the week of the April 2022 Vestry meeting. The new director has experience with youth ministries. Dean Owens stressed that time and hard work will be needed to rebuild the program, because everything came to a halt with the COVID-19 pandemic.

7. Bishop Search Transition Team

Dean Owens shared that Patty Roberts and Debbie Linkins-Fowler are members of the transition team. He shared his gratitude that they will be representing Trinity Cathedral.

8. Vestry Committees

Dean Owens led discussion about the committee structure.

a. Core Committees

Jeff Spiess moved, “to create the Cathedral Ministries Committee and rename the Property Committee as the Property and Sustainability Committee.” Mark Biddlestone seconded the motion. The motion passed unanimously.

b. Standing Committees

- i. Finance – Patty Roberts and Paul Herrgesell
- ii. Stewardship – Cynthia Ries, Beth Billings, Linda Lee
- iii. Property and Sustainability – Martin Hermes, Mark Biddlestone, Diane Hexter
- iv. Cathedral Ministries – Jeff Spiess, Audrey Hudak, Gary Benjamin

Strategic Work

1. Mission Teams

Dean Owens reviewed the *Charge for Cathedral Ministries Committee*. **Mark Biddlestone moved, “to approve the Charge for Cathedral Ministries Committee.” Beth Billings seconded the motion. The motion passed unanimously.**

Generative Work

1. Electing Delegates to Convention

Dean Owens led discussion regarding the six applications for delegates to the 2022 Diocesan Convention. Three delegates and three alternates were to be elected by Vestry, according to the bylaws. Dean Owens shared his views on what he feels are qualities of strong delegate candidates. **Beth Billings moved, “to nominate Char Nichols, Ute Vilfroy, and Dale Murphy as delegates to the 2022 Diocesan Convention and Darrell Lausche (1st), David Lawrence (2nd), and Sandy Luther (3rd) as alternate delegates.” Martin Hermes seconded the motion. The motion passed unanimously.** There were clarifying questions about the process of selecting delegates and alternates, and voting rights at convention. The collegial conversations necessary prior to convention was also discussed.

2. Leadership Cleveland

Dean Owens shared his work with Leadership Cleveland. He is close to finishing his time with the organization. He is doing his best to meet with his colleagues on an individual basis. He expressed how valuable the experience has been and hopes it has given Trinity Cathedral and Trinity Commons exposure and opportunities to invite other organizations into the life of the Cathedral and Commons.

3. Holy Week and Easter Review

Dean Owens shared attendance rates for the services throughout Holy Week and Easter. He expressed his gratitude for how many people attended in-person worship and to everyone that made the observances possible. He stated that there is reason to be optimistic, but also reason to be realistic about choices people make considering the COVID-19 pandemic. There was an observation made that there were a lot of new faces in the congregation during the services.

Closing Prayer/Devotional

Martin Hermes offered the closing prayer/devotional.

The meeting adjourned at 6:44 p.m.

Next Vestry Meeting: May 17, 2022, at 5:30 p.m.

Respectfully submitted,



Darrell Lausche, Clerk of Vestry