

CATHEDRAL CHURCH OF THE NATIVITY

VESTRY MINUTES

Date: 10/17/2017

Attending:

Richard Sause	X	Tori Aitchison	X	Werner Reinartz	X
Karen Boksan	X	Susan Sartaretto		Joe Hafich	X
Annalisa Kelly-Cavotta	X	Kyle Cole	X	Harry Johnston	X
Don Appleton	X	Mary Mulder	X	Meg Seltzer	X

Clergy: Tony Pompa

Richard called the meeting to order at 7:00pm.

Spiritual Discipline: Kyle suggested we share the Holy Eucharist together. Tony led the group in the Eucharist.

Mission Conversation – The Jesus Heist--

Approval of minutes: Don made a motion to approve the September 2017 minutes. Mary seconded the motion. The motion was unanimously approved.

Committee Reports

Stewardship:

- Kyle and Tony introduced the stewardship video, along with the Refugee video. Tom Ardizzone is committed to making multiple videos that tell our story as the Cathedral.
- Kyle also shared the current breakdown of our congregation’s giving patterns. It allows the pledgers and non-pledgers to see where they are on the chart and asks the question “Will You Grow One Step This Year?”
- Kyle distributed the Journey to Generosity 2018 Pledge Cards to all Vestry members.

Nov. 5th is the In-Gathering – celebration weekend with one service at 10am. Community breakfast will be served at 8:30am, with Sunday school and Forum at 9am.

Nominating: Tony stated that Barbara Iannelli will be chairing the committee, along with Kim Plyler and Janet Kolepp as members. Karen Boksan and Joe Hafich will assist on the committee. They will start the search for Vestry, Diocesan Convention and Nominating Committee people.

Finance: Don reviewed the treasurer's report, budget and expense worksheet, fund balances and DIT accounts, and Special Accounts with the group.

Income

- Line 4001 - Combined Pledge and Non-Pledge Income is 69.4 % of full year budget, approx. 30k shortfall as of 9/30/2017. Pledge status reports and Quarterly Financial Report will be mailed to parishioners next week.
- Line 4267 - Christian Formation: \$10k expended for both August and Sept; this comes out of Wells Fargo Acct- Christian Education
- Line 4600 - Mustafa family has moved out of Deanery
- Line 4700 - Vestry Fund Raisers - appears this will be \$2500 shortfall
- Line 4900 - Allowance for Uncollected Pledge income budgeted for \$25,345

Expense

- Line 5120 - Maintenance: will exceed budget - combination of some one- time expenses and optimistic budgeting
- Line 5140 - Utilities: will exceed budget - mostly too low budget for Gas and Real Estate Tax
- Lines 6500 (Liturgy) and 7500 (Parish Life) - both too low budgets

Fund Balances and DIT Accounts

- Wells Fargo Cap Campaign Account - Balance \$135k, approx. \$43K needed for lower parking lot HVAC pipe replacement project
- DIT Account #320 Capital Endowment Fund - need to analyze funds usage and establish guidelines for this Fund

Special Accounts

- Line 3526 Christian Formation - relates to Income Line 4267 above
- Line 3678 Capital Property Repairs - Balance of \$16,490 will come from DIT Capital Endowment Fund #320
- Line 3898 Choir Bells expense \$9000: \$2500 from Spillman gift, \$5000 from Bickford gift, \$1500 from Choir Fund Special Account #3516

Richard made the motion to accept and file the financial report, subject to audit. Annalisa moved to motion, and Werner seconded. Motion was unanimously approved.

Property: Richard reviewed the final cost for the replacement of heating/cooling water pipes between Sayre Hall and the Cathedral. The original proposal was \$36,876.00. There were 5 change orders to the proposal. Warko has completed their work and their final invoice is \$43,155.39.

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C.O. 1917 is for installing 2 - 3" butterfly valves where the underground piping enters the Church subbasement so the Church can be isolated. \$1,872.54

C.O. 1918 is for their excavator to pickup the piping at H T Lyons (5-40' pieces of Schedule 80 black steel w rigid insulation and cove jacket) \$1,406.76

C.O. 1986 Picking up materials to repair underground 6" pvc storm pipe which was below the piping being replaced which was not known to be routed that direction . \$364.08

C.O. 2009 install 2-1 1/4" ball valves in hws & hwr piping mains when system was drained for extension to thrift shop. \$580.44

C.O. Made repairs to the hws tee that developed a leak. Replaced tee, several feet of piping and reinsulated. \$2,055.57.

In addition Westside Electric's invoice for 2-4" and 1-2" conduits was \$2,180.00

Don stated that the funds will be deducted from the Wells Fargo Capital Campaign Account. Richard made the motion to approve the expense. Motion was unanimously approved.

Richard also reviewed the estimate from Shane's paving for making repairs to the upper and lower parking lots. The total cost is \$8,000.

Don stated that the funds will be deducted from the Wells Fargo Capital Campaign Account. Richard made the motion to approve the expense. Werner seconded. Motion was unanimously approved.

Memorial Garden: Jose will repair the broken slates on the patio.

Parking Swap: We will discuss an arrangement with Larry Eighmy to permit Lehigh University staff to park in the upper lot (M-F, 8am to 5pm), in exchange for formalizing our use of his 4th and Wyandotte lot on Sundays.

Details to be arranged: 1. Clear delineation of spaces for Lehigh (signs, vehicle plates, Lehigh hangtags) 2. Signs on 4th street lot indicating Nativity parking on Sundays 3. Costs for signs, etc., 4. Process for notifying Lehigh that spaces are not available (funeral, convention...) We think this may lead to further discussion about how we manage upper lot parking during week – who can park there and how to handle free-loaders.

Campus Plan – No Update

Diocesan Convention -- Karen, Richard, Tony, Canon Michelle, Barbara, Chip, Tom Edwards and Connie Gilbert – attended in Carbondale.

Bishop search candidates – applications are flooding in.

April 28th – Election of new bishop

Sept. 15th – Consecration/Ordination of new Bishop

Emergency Housing/Puerto Rico - Apartment

Network is being setup for transitional housing for Puerto Rico victims. Tony stated that the Deanery apartment is available. We are able to assist if needed.

Church School, Bible Study, Compline, Contemplative Prayer, Mission

Tony informed us that there are really amazing things happening at the Cathedral – and it is very lovely to see.

He spoke to staff today about the Feast – which is a Celtic Eucharist –

New initiatives need to be funded – Tony is praying about this – we get some donations, not enough to offset expenses.

Last Saturday of month is Celtic Night – 2nd Saturday would be a Celtic Eucharist. It would grow people deeper and wider.

Connecting Newcomers -- Vestry will be working on inviting newcomers to dinner.

Shelter season is about to occur – Deacon Rodney is attending a meeting tomorrow night – we will be hearing more about it soon.

Vestry Snippets

Mentoring has started at Fountain Hill Elementary School

Pipe work has been completed. Paving will start soon.

Mission trip to Rome – 11/5 to 11/13 --Tony is taking 19 people to the Joel Nafuma Refugee Center

Meeting adjourned at 9:18pm

Next meeting: Tuesday, November 21, 2017

- **Chaplain** – Don Appleton
- **Dinner Host** – Harry Johnston

Respectfully submitted,

Annalisa Kelly-Cavotta

Vestry Clerk