

NATIVITY CATHEDRAL

CATHEDRAL CHURCH OF THE NATIVITY VESTRY MINUTES Date: December 18, 2018

Attending:

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

Clergy: The Very Rev. Tony Pompa

The meeting was called to order at 7:01 pm.

The first order of business was a fundraising discussion. Tori Aitchison and Alan Burke, fundraising professionals and Cathedral parishioners, provided their expert thoughts and an overview of how the process might work to raise funds to support the campus plan and vision. One key message they shared was the need for open dialogue and a great deal of listening with potential givers to ascertain what motivates them and what is important to them. A number of Vestry members asked follow up questions regarding fundraising and the process. Much more to come on the fundraising front as we move forward with the campus plan.

Spiritual Practice:

Kyle led the Vestry in a spiritual discipline based on the writing of Henri Nouwen and the prayer of St. Francis.

Approval of minutes:

Kyle made a motion to approve last month's minutes.
Werner seconded the motion.
The minutes were approved.

Nominating report:

No report
Tony will follow up with the nominating committee.

Finance and Budget report:

Don reviewed the finance report for November 2018. On the income side, we continue to have a shortfall for pledge income. Assuming that we are able to achieve approximately \$50,000 for December we would finish the year with \$470,000 in pledge income. This would give us approximately \$800,000 total revenue for the year compared to \$839,000 which was budgeted for total revenue.

It was noted that this year's Craig and Nyk concert did very well. We netted \$5,130 in donations!

On the expense side, Don noted that overall, total expense continues to show a significant positive variance. Line items for gas/electric, office expense, copying/mailing, music program and vehicle maintenance have been analyzed closely for the 2019 budget. Line item 6100 (Cathedral music program) includes Cathedral Scholars which will be separately budgeted for in 2019. Also, for line item 6500 (Liturgy), Celtic services will be separately budgeted and accounted for in 2019.

Other notes from Don were that DIT account #320 (Capital Endowment Fund) will have a projected balance of approximately \$385,000 as of the end of December. Per policy, 5% of this balance will be available for non-budgeted capital maintenance projects for 2019.

Don made a motion to approve the Finance Report.

Kyle seconded the motion.

The Finance Report was approved.

Don then spoke about the budget. As far as the budget is concerned, it was noted that as of May 31, 2019 the Hurd Trust will terminate. The trust will provide us with \$90,730 income and because of the termination of the trust we will get the final distribution on June 1st. We have budgeted \$84,000 for the distribution going forward. The trust will be renamed the Hurd Endowment Fund going forward.

For budget line item, 4610- Deanery Apartment Rental Income, the budget committee is budgeting got \$1,500 a month income for the rental of the deanery starting in May and continuing for seven months.

On the expense side we have added John Marcantonio to the budget as new clergy and Becky Berkenstock as our new lay leader. Celtic ministry is now in the general account. A 2.4 percent salary and benefit increase is recommended in the budget as recommended by diocesan convention. The next budget meeting is planned for 12/27. We will approve the final budget in January. The budget may be sent out by email if needed.

Regarding the budget planning, Tom expressed thanks to Tracy Eisenreich for her work in saving \$3,500 by securing a fixed natural gas price.

Property report:

Richard shared a copy of the re-cap from the December 11th property committee. Those notes are attached here. It was noted that we have replaced bulbs in the lower lot and added lights. Tony noted that it is time to change the lights again in the Cathedral.

Old and New Business:

Tom reminded the Vestry of Nell Brandt's recent discussion with our group regarding security at the Cathedral. We will update her about the steps that have been taken with the lighting and will ask a security professional such as Lehigh police to provide an overview of the security training they provide. It was recommended that we invite someone in to talk with the Vestry first and outline what that training entails.

In other business, Tony mentioned that Christine Usler's mother died and the funeral was Saturday. Christine is an architectural expert and the designer of our slype.

Vestry Snippets

The annual meeting will be held January 27th.

The Vestry reviewed a draft of the budget and the budget reflects the stretching of our mission and outreach with the creation of an associate missionary position and a lay Christian formation leader.

The meeting was adjourned at 9:20 pm.

The next Vestry meeting will be held on Tuesday, January 15, 2019 at 6:30 pm.

Respectfully submitted,

Karen Boksan
Junior Warden