

Vestry Minutes

The Cathedral Church of the Nativity, Bethlehem PA

Tuesday June 19, 2018 7 p.m.

In attendance: Richard Sause, Mary Mulder, Meg Seltzer, Don Appleton, Werner Reinartz, Tom Edwards, Karen Boksan, Tori Aitchison, Joe Hafich, Dean Pompa

Not in attendance: Kyle Cole, Harry Johnston, Annalisa Kelly-Cavotta

The minutes of the vestry meeting of the May meeting were approved. Werner Reinartz motion, Don Appleton, 2nd. (There was no May meeting of the Vestry)

Finance: Don Appleton presented on behalf of the finance committee. Karen Boksan motioned for its acceptance, Tom Edwards second, report filed for audit. (See attached)

A conversation was held regarding the discharge of TMF grants. It was suggested that a member of TMF be responsible for seeing that grants approved by vestry be discharged from Church accounts only when distributions from trust accounts are deposited and in hand. Coordination for these disbursements with Bookkeeper necessary.

Personnel: Karen Boksan reported that the committee would meet June 27th to create a position description and suggest compensation package for associate position.

Karen Boksan reported that Dean Pompa is scheduled for sabbatical leave as per letter of agreement. This expected to take place sometime in 2019 and coordinated through Personnel committee.

Property: Joe Hafich reported on three items. The elevator motor replacement. Heaters requested for Thrift Shop heat improvement. Fencing to secure opening to Shawnee building outdoor adjacent space. Joe moved a request for funds to be released not to exceed \$15,000 for elevator repair, and funds not to exceed \$8,000 for the heater installation in Thrift Shop. Tori Aitchison second, motion passed. Fence project was deferred with request to seek Jose Mendez opinion for cost.

Campus Plan: Conversation took place and input received regarding the progress of work provided by David Horn, Landscape architect contracted to provide plans for Cathedral campus improvements. Feedback from this conversation will be forwarded to Mr. Horn for continued development of potential for improvements.

Third Millennium Fund Grants: Grants monies were approved for \$5,000 to the Joel Nafuma Refugee Center, \$7,000 for Nativity Youth Camp, \$5,000 for Hurd Lecture series. Motion by Werner Reinartz, second Tori Aitchison. Approved.

After discussion a grant of \$7,000 was approved for the re-development of the Cathedral website. Werner Reinartz motioned, Mary Mulder seconded. Approved.

Fall Vestry Retreat will take place October 26-27.

Fundraising committee: Karen Boksan reported that spring flower sale achieved more than \$1,000 of income. Flower supplier, James Pompa generously donated the flowers. Other upcoming potential fundraisers: Dean's Gala, Sip and Paint, Craig Thatcher and Nyke Van Wycke benefit concert (December 16).

Conversation was held regarding Family ministry, General Convention, and the ordination and consecration of the next Bishop of Bethlehem.

Vestry Snippets: Third Millennium Fund Grants, The Campus Plan is making exciting progress, Elevator repair (apologies for inconvenience) Consecration September 15th.

The meeting adjourned at 9:35 p.

Respectfully submitted by Dean Tony Pompa on behalf of Annalisa Kelly-Cavotta