

Grace Episcopal Cathedral Minutes of the Vestry Meeting – December 17, 2024

Present: LeRoy Dagg, Vanessa Evans, Alan Johnson, Mark Quintana, Arceile Ridgeway, David Woods, Canon Jody Carroll, Dean Torey Lightcap, Lance Royer

The meeting was called to order with prayer.

November Minutes: *A motion was made and seconded to accept the November 2024 vestry minutes as presented. Motion unanimously carried.*

Treasurer's report: For the month of November, operating income was \$61,973.90 and operating expense was \$72,915.19, resulting in a negative balance of \$10,941.29. Operating income for the year-to-date is \$827,598.54, and operating expense is \$846,104.39, resulting in a negative balance of \$18,505.85.

The Dean's discretionary account had an income of \$348 with expenditures of \$0, leaving a balance of \$2,587.59. The Canon's discretionary account had an income of \$265 and expenditures of \$87.22, leaving a balance of \$2,685.38. The Curate's discretionary account had zero income or expenditures for the month, leaving a balance of \$2,787.05.

Cash in the checking account on November 30, 2024, was negative \$1,493.44.

Finance Committee report: Alan said right now, we are facing a \$168,000 deficit in 2025, which is similar to the amount we will owe in diocesan apportionment. In January, a hard look at the budget will need to be taken. Kevin Cassidy is working on a matching grant program for increased pledges through some gifts. A conversion project could provide additional relief as will be explained later in this meeting.

Apportionment: Dean Lightcap referred to an earlier email sent to the Vestry regarding a proposed project to switch lighting in the Cathedral nave to LED lights. Any money spent in the course of a year to reduce debts incurred for capital improvement projects can later be recouped in the form of lower apportionment paid to the diocese. A capital improvement project has been reviewed over the past few months to convert to LED lighting in the Cathedral – promising lower electrical costs, less waste, and a positive environmental impact. Two bids have been secured for the project. Necessary approval from the Northwest Convocation has been obtained.

In order to take advantage of this program with the diocese, the loan would have to be secured in 2024. The money would be taken, dollar for dollar, off our 2026-28 apportionment payment. Discussion was held.

A motion was made to accept a bid for \$75,000 to install LED lighting in the Cathedral. Motion was seconded. After some discussion, an amended motion was made to accept a bid in the amount of \$75,000 to install LED lighting in the Cathedral, pending more information as to how the lights will affect the cameras used for livestreaming. The motion was seconded and unanimously approved.

A second motion was made to take a \$75,000 secured loan at a 5.0% interest rate from Capital Federal Savings and Loan, pending more information as to how the lights will affect the cameras used for livestreaming, and authorizing the Treasurer to sign the loan documents. The money to pay back the loan would come from the Tom Lewis estate fund. Motion was seconded and unanimously approved.

New employee: Cassie Carlson has been hired for the position of Office and Communications Manager and will start her new job in mid-January.

Housing resolutions:

- Housing resolution: *A motion was duly made, seconded, and approved that the ministry compensation paid to The Reverend Jody Carroll during the year 2025 include a designated housing allowance of 100%. This amount shall remain in effect until amended or rescinded. Motion unanimously carried.*
- Housing resolution: *A motion was duly made, seconded, and approved that the ministry compensation paid to The Very Rev. Torey Lightcap during the year 2025 include a designated housing allowance of 40%. This amount shall remain in effect until amended or rescinded. Motion unanimously carried.*

Canon's report

- Canon Jody is helping to organize a Bible Study for younger women of the parish. An introductory meeting will be held on December 29.
- She has been doing some work as a chaplain to the Stephen Ministers.
- She would like to engage more with the Saturday morning lunch program.
- There is conversation about extending Advent by a couple of weeks – known as “Reimagining Advent.” There are books available on this topic.

Dean's report

- Dean Torey has signed the Cathedral to participate in a “poverty simulation” event on February 22, 2025. More information on that later.
- The outgoing vestry members are searching for new members to be elected at the January Annual Meeting.
- An Advent service of Hope and Healing will be held tomorrow night (December 18).

Executive Session: The vestry adjourned to executive session.

The next meeting will be Tuesday, January 21, 2025, at 5:30 p.m. in the Robyn Room.

— Respectfully submitted by Connie Vosburgh, *Vestry Recorder*