Minutes of Trinity Cathedral Vestry Meeting
March 17, 2026– 5:30 p.m.

Present:

Vestry Members: Cynthia Ries, Sr. Warden; John Chapman, Jr. Warden; Mark Biddlestone; Marie Curry; Martin Hermes; Diane Hexter; Audrey Hudak; Jon Logan; Wendy Miano; Antoinette Ponzo; Jeff Spiess; Marilyn Valencia

Staff: The Very Rev. Bernard Owens, Dean; The Rev. Canon Adrienne Koch, Canon for Mission and Transformation; Megan Allen-Miller, Priest Associate; Eric Travis, Associate for Congregational Ministry

Appointed Officers: Darrell Lausche, Clerk of Vestry; Melody Hart, Treasurer

Guests: Jeff Ackroyd, Leader of Invite, Welcome, Connect Mission Team

Absent: Dan Hout-Reilly, Controller

- The Vestry meeting was called to order at 5:30 p.m.
- Jeff Spiess led Vestry in the opening devotional.

Formation

- Mission Team Update: Invite, Welcome, Connect

  Jeff Ackroyd delivered a report from the Invite, Welcome, Connect mission team. He characterized 2025 as a time of transition with the retirement of Ginger Bitikofer and the joining of Priest Associate, The Reverend Megan Allen-Miller. He also reviewed the primary 2025 accomplishments. The activities included attending an invite, welcome, connect event at St. Paul's Episcopal Church in Cleveland Heights. *"Bring a Friend to Trinity Month*" was planned. Two newcomer brunches were held.

  Jeff shared the goals for the upcoming year. One goal is to strengthen the newcomer process. He extended his gratitude for Ginger's skill at welcoming newcomers and explained that the membership should focus on further developing their skills in welcoming new individuals. A second goal is to clarify roles in which the ministry team is connected, since there is a way that all ministry team responsibilities can fall under their care. He anticipates it would also provide better guidance to the mission team and facilitate ways to work with other mission teams.

  A question was asked about the Realm app and the need to make the directory more complete. It is an opt-in system. Additional questions were welcomed.

- Dean's Report – Dean Owens
  - Development Assistant – The search for a Development Assistance continues. The scope of the search is widening.
  - Trinity Website – The company that developed the website is not in consistent communication with Trinity Cathedral. There is a search for alternative options. Dean Owens wanted to give advanced notice to Vestry with this announcement, because there will be a cost associated with a new development company.
  - North American Dean's Conference – Dean Owens will be attending the conference in April.

Fiduciary Work

- Adoption of Consent Agenda
  - February Meeting Minutes
  - Property & Sustainability
  - Cathedral Ministries Committee
  - Stewardship – Cleanup on Saturday, March 21, 2026 and a spring Legacy Circle event scheduled.

  Marilyn Valencia moved, "to adopt the consent agenda." Mark Biddlestone seconded the motion. The motion passed.

- Treasurer's Report

  Melody Hart, Treasurer, presented the monthly financial reports for Trinity Cathedral and Cathedral Commons. Cathedral revenue is behind budget, possibly due to timing. The diocesan grant for Canon Koch's sabbatical has not been received yet. Cathedral expenses are favorable to budget.

  Cathedral Commons revenue is unfavorable to budget by $5,000.00. This is due to space rental being below budget. Expenses are favorable to budget.

  Based on the Vestry cash flow forecast, a $200,000.00 additional draw on the endowment may be necessary. A recommendation will be made at the April 2026 Vestry meeting. The Audit Committee will meet on March 26, 2026, with a report being made to Vestry at the April 2026 meeting.

- Parochial Report Approval

  Dean Owens presented the revised Parochial Report. Dean Owens wanted an opportunity to review the attendance figures. He shared a spreadsheet with the attendance patterns for each service over the last five years. Overall, in person averages increase and online attendance decreases. **Cynthia Ries moved, "to approve the 2025 Parochial Report." Wendy Miano seconded the motion. The motion passed.**

- Electing Music & Art at Trinity Board Chair

  Dean Owens led discussion about electing a board chair for Music & Art at Trinity. **Audrey Hudak moved, "to elect Wendy Miano as Board Chair of Music & Art at Trinity." Jon Logan seconded the motion. The motion passed.**

- Wise, Warmeling, Way Approval

  Dean Owens presented the recommendations for awards to be made from the Wise, Warmeling, Way funds. Eleven recommendations were made by the subcommittee, for a total of $38,000.00, the full amount available to award. **Jeff Spiess moved, "to approve the eleven awards from the Wise, Warmeling, Way Fund." John Chapman seconded the motion. The motion passed.**

- Moving May Vestry Meeting

  Cynthia Ries, Senior Warden, proposed moving the May Vestry meeting to May 26, 2026. The reason for moving the meeting was because it was originally scheduled during the clergy conference. The Right Reverend Anne B. Jolly, Bishop of the Diocese of Ohio, has requested that Dean Owens and Canon Koch remain at the conference.

<u>Generative Work</u>

- Capital Campaign Update

  Cynthia Ries shared the latest developments related to the capital campaign.
  - Spring Gatherings – Events are intended to educate and share the goals and case statement with select individuals.
  - Legacy Circle – An event in the Gallery is planned for April 16, 2026.
  - May 31, 2026 Launch Event – The event is scheduled after the service and will invite guests of A Place at the Table for a cookout.
  - Considering Goals – Dean Owens has reviewed preliminary information. He shared that there are a couple of ways to consider the information in making decisions. He recommended a $1,000,000.00 goal in cash gifts from the congregation towards the capital campaign. He stated that the legacy giving goal should be considered separately. Decisions about how to fund the balance for the Cathedral Hall renovations will need to be made. Dean Ownes requested a meeting with Melody Hart, Dan Hout-Reilly, and Paul Herrgesell to explore options for paying for the renovations. Clarifying questions were asked.

- Cathedral Hall

  Jeff Spiess provided an update on the Cathedral Hall renovation project
  - Landmarks Commission Approval Process – Cynthia Ries and Dean Owens will be attending the first of four Landmark Commission meetings on March 18, 2026. The purpose of the meetings is to get approval for work on the Cathedral Hall façade and in the cathedral garden. Representatives of Marous Brothers will be present at the meetings.
  - Construction Documents – The Design Subcommittee has been meeting with Marous Brothers. Meetings have included landscaping, lighting, etc. Several items have been found in the undercroft that may be utilized in the final renovations. The design development phase is scheduled to be completed during the first part of May 2026. The documents would outline specifics of the design and project. Vestry may approve the drafting of construction documents at any time in the process. Drafting of those documents is estimated at three months. Construction could begin in September 2026. A Dean's Forum is scheduled for April 19, 2026, where a congregational update will be provided. Clarifying questions were asked.

Closing Prayer

Jeff Spiess led Vestry in a closing prayer.

The meeting was adjourned at 7:30 p.m.

Next Vestry Meeting: April 28, 2026, at 5:30 p.m.

Respectfully submitted,

Darrell Lausche, Clerk of Vestry