



**Minutes of Trinity Cathedral Vestry Meeting
February 24, 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: Dan McGuire, Congregational Life Mission Team Leaders

Absent: Dan Hout-Reilly, Controller; Cheryl Williams, Director of Development and Community Programming

- The Vestry meeting was called to order at 5:32 p.m.
- Cynthia Ries led Vestry in the opening devotional.

Formation

- Welcoming Jon Logan and Wendy Miano to their 1st term, and Marie Curry and Marilyn Valencia to their 2nd term.
- Mission Team Update: Congregational Life

Dan McGuire and Eric Travis presented information on the work of the Congregational Life Mission Team. They reviewed the purpose of the mission team by reading the vestry charge. Circles and their activities highlighted included Trinity Trekkers, Trinity Friars, LGBTQ+ Circle. Annual events that fall under the mission team's guidance include the annual Mardi Gras Dinner, Summer Congression Picnic, Sundae Sunday (ice cream social), and Advent wreath making. The vestry was invited to ask questions and provide feedback.

- Dean's Report – Dean Owens
 - Staffing Update – Cheryl Williams, Director of Development and Community Programming, plans to move into full retirement and to spend more time with family. She will be on staff until the end of March 2026. A part-time position will be posted and a search for a candidate will begin. It is hoped that there can be overlap with Cheryl.
 - Pastoral Care and Newcomer Ministry – Dean Owens shed light on how the clergy team is attending to pastoral care and newcomer ministry. He focused on discoveries of tasks that Ginger Bitikofer completed that need to be covered. He shared his delight in congregants coming directly to clergy. The intentionality of connecting with newcomers was also described.
 - Episcopal Parish Network – Dean Owens will be away and participating in the organization formally known as the Consortium of Endowed Episcopal Parishes. He expressed his anticipation in networking opportunities and the ability to compare resources across the church.
- Orientation to Mission Teams & Core Committees

The structure of mission teams and core committees was explained as orientation to new Vestry members and as a reminder for current Vestry members. Dean Owens explained that the mission teams support the ministry and work of the cathedral. The mission teams allow the Vestry to fully attend to both the spiritual and fiduciary responsibilities of the congregation. The leadership structure of the mission teams was explained. The core committees include vestry members and lay leaders. A document with vestry assignments to the mission teams and core committees was distributed.

Fiduciary Work

- Adoption of Consent Agenda

- January Meeting Minutes
- February 1, 2026, Special Meeting

Jeff Spiess 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 was unfavorable to budget before transfers. There were a columbarium sale and two wedding deposits. Cathedral expenses were favorable to budget. Commons revenue was unfavorable to budget, but expenses were favorable to budget. Additional updates were provided regarding the statement of financial position and cash flow. The field work and technical review have been completed as related to the audit. No adjustments or findings have been made. The Audit Committee with review the audit prior to coming before Vestry. Clarifying questions were asked by members of Vestry.

Audrey Hudak moved, “to approve the Vestry Resolution to Update Margaret Karnok Account Signatories and Administrators.” Jeff Spiess seconded the motion. The motion passed. Audrey Hudak moved, “to approve the vestry resolution to update the signatories on the Business/Public Entity Depository Certificate, Dean’s Discretionary Fund, Canon’s Discretionary Fund, Priest Associate’s Discretionary Fund, Key Business Online (KBO) Banking Account, Vestry Checking Account, Capital Campaign Account, General Trust Fund, Gift Safekeeping Account, and related designated representative.” Jeff Spiess seconded the motion. The motion passed.

- Cathedral Ministries Committee

Canon Koch discussed the upcoming Vestry Retreat. See the notes below.

- Property & Sustainability

Mark Biddlestone discussed the restoration of the medieval window and the documentation of its removal. He provided an update on the masonry work by Frost as related to the stained-glass windows. There have been some cast iron pipe repairs and replacement of ceiling lights outside the columbarium. Restoration of the Euclid Avenue doors will commence after the weather breaks. Diane Hexter also shared developments with the rental space that was occupied by Cleveland State University (CSU). Members of Vestry were invited to ask questions and provide feedback.

- Parochial Report

Dean Owens presented the draft parochial report. The ASA (Average Sunday Attendance) was down by five individuals. He feels it is not significant, but annual trends are to be monitored. Signs of vitality include increased financial giving. Vestry members asked clarifying questions and offered input.

- Vestry Retreat, March 13-14, 2026, at Bellwether Farm

Adrienne Koch, Canon, reminded members of Vestry to complete their enneagram questionnaires and to send her the screenshots of results. She requested that the screenshot include the entire document, not just the type determined. Additionally, reply to the email sent by Doreen Hughes regarding housing. Friday evening’s social event is to bring snacks and beverages to share. The agenda has been emailed by Doreen.

- Offering Attendant (Vestry) Role

Cynthia Ries provided a document with the responsibilities of the Vestry Offering Attendant. She entertained questions related to the role.

- Moving April Vestry Meeting

Dean Owens requested to move the April Vestry meeting to April 28, 2026, to allow clergy to attend the celebration of new ministry at Christ Church Hudson on April 21, 2026. The members of Vestry approved the change informally.



Generative Work

- Capital Campaign Update

Cynthia Ries shared the latest developments related to the capital campaign. She discussed the initial planning for events throughout the campaign. She stressed the need for Vestry members to support the campaign in several tangible ways. A logo design is being created and will be reviewed by the committee. The silent phase continues before going public. The Legacy Circle campaign has been a success with the initial class of donors.

- Cathedral Hall

Jeff Spiess provided an update on the Cathedral Hall renovation project for the benefit of the new Vestry members. His presentation included the timeline leading up to the project, schematic drawings and illustrations of the space, budget, timeline for execution of the project, etc. Discussion occurred and questions were asked. Jeff recommended two tasks for Vestry, to approve the construction documents phase and to discuss the financial backing for the construction.

Closing Prayer

Cynthia Ries led Vestry in a closing prayer.

The meeting was adjourned at 7:37 p.m.

Next Vestry Meeting: March 17, 2026, at 5:30 p.m.

Respectfully submitted,



Darrell Lausche, Clerk of Vestry

