

Trinity Episcopal Cathedral  
San Jose, California

Minutes of the Vestry

Regular Meeting  
Thursday, February 21, 2008

Vestry present:

The Very Rev. David Bird, Dean; Heather Kepler, Jr. Warden; George Duran, Shane Connolly, Greg Calkins, Carol Stephen, Mary English

Vestry absent: Richard Cox, Diana Miller, Charles Key

Others present: The Rev. Zane Wilemon, Paul Archambeault, Treasurer; Anne Wilke, Clerk

Meeting called to order: 7:10 p.m.

Opening Prayer: The Dean

Approval of Past Minutes

MSC: approve the minutes of the January 17, 2008 meeting with corrections

Commission Reports

Finance Committee Report given by Paul Archambeault

- 63 pledges received to date
- Auditor has flagged several procedures that were historic practices and not instituted by current administration. Full auditor's report will be available at the next regular Vestry meeting.
- Required actions to open Washington Mutual accounts
  - MSC - The Vestry identifies the following people as the current officers of Trinity Cathedral and authorizes them to be signers on the Working Account:
    - David Bird, Dean and Rector
    - Paul Archambeault, Treasurer
    - Diana Miller, Vestry Member
    - Heather Kepler, Vestry Member
    - Charles Key, Vestry Member
    - Greg Calkins, Vestry Member
    - Carol Stephen, Vestry Member
  - MSC - The Vestry authorizes Dean and Rector, David Bird and the Treasurer, Paul Archambeault to be signers on the Dean's Discretionary Account and the Martin Fund account.

- MSC - The Vestry authorizes the Associate Priest, Zane Wilemon and the Treasurer, Paul Archambeault to be signers on the Associate Priest's Discretionary Account and Dean and Rector, David Bird in the case of an emergency. (Emergency defined as a situation when the Associate Priest is not available)
- Sudanese Ministry Fund liason needed - Mary English will be the Vestry liason and Lee Barford continues as the clergy liason.
- MSC - approve the Treasurer's report.

Approval of purchase and installation of new sump pump at approximately \$1000. This will be done immediately to prevent flooding of the downstairs area. Payment will be from Property Administration - Church Building - Incidental Repair line of the budget.

Deans Report given by Dean Bird

- The Vestry has instructed the Dean to enter into negotiations with Our Lady of Guadalupe for the contract concerning the use of Trinity facilities. The Dean will report on the negotiations at the next Vestry meeting.

Congregational Development - Progress Report given by Zane Wilemon

- Centering prayer
- Visibility of church
- Evangelism/Community building
  - Trinity Thursday's at O'Flaherty's
  - CineMama's
  - Hospitality Committee
  - Easter Vigil Hallelujah Party

Other Business

- Subcommittee to define the purpose and acceptable use of the Hayes Fund; members Shane Connolly, Charles Key and Heather Kepler.
- Approved that Zane Wilemon will submit a budget not to exceed \$600 to the Finance Committee for the Easter Vigil Hallelujah Party. This will be designated a Hayes Concert. The funds will be primarily used to pay for the 4 musicians. 5 yes, 1 opposed, 1 abstentions.

Closing prayer given by Zane Wilemon

Meeting adjourned at 9:10 p.m.

The next Vestry meeting is scheduled for Saturday March 8, 2008.

Respectfully submitted,

Anne Wilke, Clerk