

Christ Church Cathedral
Quarterly Meeting of the Cathedral Chapter
January 13, 2015

I. Opening of the meeting

- a. Opening Prayer
- b. Call to order
- c. Welcome to new members of the Cathedral Chapter
- d. Acknowledgement of members who completed their terms
- e. Additions to the Agenda
- f. October Minutes

II. Election of Officers

III. Property Committee Report

IV. Parish Committee Report

V. Financial Report

- a. Y-T-D Report
- b. Update on insurance claim

VI. 2015 Budget

VII. Other Business

- a. Clergy Housing Allowance Resolution
- b. Opening of savings account
- c. Dissolution of Leadership Team

VIII. Vicar's Report

IX. Priest-Charge's Report

X. Bishop's Remarks

XI. Next meeting dates

XII. Benediction and adjournment

Christ Church Cathedral
Quarterly Meeting of the Cathedral Chapter
October 14, 2014
Minutes

Opening of the meeting

Bishop Douglas called the meeting to order with prayer at 6:30 p.m., giving thanks for the life and ministry of the Rev. Tom Beveridge.

Those in attendance: June Aziz, the Rev. Michel Belt, the Rev. Canon Robert Carroon, the Rev. Canon Doug Cooke, Robert Coykendall, the Rev. Harlon Dalton, the Rt. Rev. Ian Douglas, the Rev. Donna Downs, the Rev. Jack Gilpin, Lucy Groening, Courtney Hanson, the Rev. Canon Ellendale Hoffman, the Rev. Miguelina Howell, Cindy Hursty, Heather Jordan-Greaves, Dan Kingman, the Rev. Canon Bob Miner, Peggy Ornell, Joshua Slater, Tom Smith, the Rev. Linda Spiers, Carol Taylor, the Rev. Heidi Truax, Thomas Whitestone, and Pat Wrice.

Lina introduced new Cathedral staff:

Carol Taylor, Cathedral Administrator, who began on September 8, 2014.

Thomas Whitestone, associate organist.

Appreciation for the Cathedral staff was also expressed.

Chapter members introduced themselves.

There were no additions to the Agenda.

July Minutes. Corrections were noted: spelling of Blum Shapiro (page 1), microcosm (page 2), and *hired* replaced by *called* (page 2).

Michel Belt moved as amended, 2nd by Tom Smith, and approved.

Update on Sale of the Deanery

Harlon reported sale, noting that the Cathedral had been encouraged to sell to honor the legacy of Wallace Stevens. The first deal fell apart. A single family has now purchased the house with net proceeds of \$394,725.

Parish Committee Report

The report was received by the Chapter. Lucy highlighted several aspects. Fisher Fund applicants will be reviewed in November's meeting. Fund is under care of Parish Committee. This is a fund left for the purpose of providing monetary assistance to male seminary students alone. Resignations to the Parish Committee include: Jeffrey Baraglia-Palmer due to graduate school commitments, and Vernelle Davis. Lorena Garay will leave the ordination process and remain as La Catedral music minister.

A recent ministry fair at the Cathedral was held on October 5 that profoundly revealed 18 vibrant ministries now. Lucy reflected on the great Loss of Tom Beveridge to the entire Cathedral family.

Vicar' s Report

Report was received by the Chapter. Lina highlighted the following items. She has recently celebrated at several funeral services for folks remotely connected to Cathedral, some being former members. One of those funerals involved the Cathedral's being a recipient of an insurance benefit. The "Whatsoever you do sculpture" arrived on October 5 and was processed on Homecoming Sunday and placed at the altar for that service. The sculpture is now at the front of the Cathedral and will be there for 3 weeks.

Jack and Ardyce Spence have returned to the Cathedral. Youth Education Committee has been renamed to The Mansfield Youth Education Committee. Dawn Ingram is now the Cathedral Archivist looking at Cathedral funds back to 1807 and other historical documents/items. Several building challenges were highlighted: Cathedral basement flood, boiler replacement, and security cameras installation.

Joshua

Asylum Quartet had its first concert on the porch with approximately 60 people in total attendance during the concert time. The Quartet also played the prelude and postlude on October 12. The *Bach Sunday* is coming up.

Peggy

Parish life includes the planning of worship, training of acolytes and vergers among many other duties. Peggy has written 3 seasonal Eucharistic prayers, writes the Prayers of the People on Sundays, creates and distributes the Cathedral's weekly e-news blast. She has also taught *Liturgical etiquette* for a recent choir retreat. She expressed gratitude for the opportunity to try on new ideas.

Carol

Carol's goal is to focus on small details that help to make the bigger picture clearer and complete. She expressed gratitude for her welcome at the Cathedral.

Heidi Truax mentioned that the 40th anniversary celebration of women's ordination held at the Cathedral was another Cathedral event to celebrate.

Priest-In-Charge Report

Harlon's report of the Cathedral's seeking the Welfare of the City, Engaging the Arts, and Engaging the Diocese was received by the Chapter. In addition to the written word he reported on two areas that needed to be mentioned:

-*Onesimus Project* is working with the Department of Corrections and the Episcopal Church's Faith Behind Bars and Beyond. It includes ways the Cathedral can be an advocate for those released—Episcopal & non-Episcopal churches working together for a common purpose.

-Mission that helps manage the George Beach Home, which was originally created to assist Episcopal women who had fallen on hard times. There are 30 apartments. Trinity, Hartford, St. John's, West Hartford, and Cathedral clergy provide pastoral support. This

is a long running Cathedral mission.

The Cathedral Discernment Task Force is guiding the larger conversations around the diocese. The task force will meet with the Episcopal Church in Connecticut's leadership group on December 6 about cathedral ministry.

Harlon engaged the Chapter in a group Cathedral discernment process using the TREC roles of catalyst, convener, capacity building, and connector. Questions to be considered included: what is it that a parish can't do by itself? What is it that a diocese can't do by itself? How does the parish help catalyze individuals in a parish? In small groups of 4 we worked with the question in each of the 4 TREC discernment areas: What can a cathedral do that a parish cannot do? The results of those discussions included the following:

Catalyze

Activity in social activism – (such as same sex marriage, racism) – sense of responsibility to engage

Being a model for some structure/activity/parish

Providing entre (i.e. prison ministry)

Modeling diversity

Opportunity to lead by example

Catalyst as risk taker especially for things uncomfortable

Did 50th wedding anniversary happen anywhere else before CCC held it?

No - It was an Issue of place where diocese decided to have it and then asked the

Cathedral to host it

Host sacramental events

Convener

Patronal/matronal feasts

50th wedding anniversary

sacramental events – weddings

validation of rituals

pulling together groups toward a common agenda/solve problems – groups with common concern (civic, Faith Behind Bars and Beyond)

convening clergy – renewal of vows, continuing education

spiritual renewal

9/11 clergy event was not here but rather at St. Mark's, New Britain

Clergy family support

Clergy days

Connecting – Bridge Building

Connecting to the world

Connecting to the Capitol – i.e. parallel discussions on major bills for Episcopalians to grill legislators

Mortar that holds desperate pieces together – the center

Connecting people to the bishop

Connecting larger church to people in the pews

Image of identity – reminds of who we were and who we are – establish a common identity
Beacon/meaning/continuity/tether
Connection to the Cathedral in Aberdeen – Our dean is Provost to Aberdeen Cathedral + Orkney
Seat of the bishop
Home for bishops/clergy

Build Capacity

A place for fine Anglican music and experimenting with liturgy/music
Laboratory
Vestry university/acolyte training/lay Eucharistic ministers/festivals
Verger college
Taking care of bishops

Bishop' s Remarks

Every parish needs to be asking these questions!

Financial Report – Robert Coykendall

Y-T-D Report

The endowment started the year at \$10,395,496, thanks to gifts, the incorporation of St. James, and very good performance on investments in 2013. At the end of August the endowment stood at \$10,834,763 (line 1140). This includes \$300,000 repaid from Peter's Retreat that has been added to D&B as voted at the last Chapter meeting. The performance of our investments, even subtracting the \$300,000, has exceeded the \$562,694 we have withdrawn (line 4130).

The budget for 2014 calls for withdrawals from endowment of \$751,122 or 7.2% of the \$10.4 million at the beginning of the year. Cash outflow is budgeted at \$1,296,150 for the year.

Outflow for the three quarters is budgeted at \$972,112, and we have spent \$1,012,803 bottom line. The negative outflow on line 1322 reflects the sale of the Deanery. It is posted there according to proper accounting practices as a change in value of a fixed asset. It reduces the cash outflow, making the total cash outflows, below line 5300, way under budget. Without this negative outflow, cash outflow for the three quarters was \$1,012,803 compared to the budgeted \$972,722. Total inflow is raised to \$1,349,640.

For the three quarters pledge offerings totaled \$110,163 vs. \$114,000 pledged (3/4 of the annual pledged amount) (line 4102). Non-pledged offerings were larger (line 4116). Two of the Trusts (lines 4153, 4154) sent us large "true-ups" to make up for previous years' under-distribution.

Lina noted that discretionary funds increased due to great need. The Faith Collins Fund allows help for women. Discretionary funds help men, and the need has been great.

Insurance Claim preliminary report

The outflow was over budget because of Hartford's requirement to repair our sidewalks and expenses to repair damage from the flooding of the church's basement due to a broken water pipe. Total damage is estimated at \$99,000. We expect to recover most of that through insurance and must wait for some of the invoices for repairs to come in to file further claims.

IX. Other Business

The following resolutions were approved by the Cathedral Finance Committee at its meeting of September 30, 2014 and are presented for Chapter approval. Robert presented these resolutions: Lina provided background.

1. Fisher Trust Endowment Fund. Be it resolved that Christ Church Cathedral consider the income from the Fisher Trust Endowment Fund to include capital gains, dividends, and interest; and that the yearly income draw from said Fund be 3% of the total value of the trust at the end of the previous calendar year, this percentage to re- evaluated annually. **Be it further resolved** that the fund balance shall at no time go below \$200,000 as stipulated in the underlying trust instrument.

Approved.

2. Additional resolution from Housing Allowance Committee, which met on October 14, 2014. The Committee considered the need to provide housing for Cathedral Clergy on staff since the Deanery has now been sold and presented the following resolution:

We therefore recommend that the proceeds from the sale of the former Deanery be invested in the Cathedral Endowment (Restricted) and the housing allowance and/or other forms of aid for Clergy Housing as necessary, be provided as a line item in the Cathedral budget. Faithfully submitted by Robert Coykendall, Lucy Groening, Pat Wrice, the Rev. Jerry Zimmerman, the Rev. Miguelina Howell.

Robert Coykendall moved the resolution, Jack Gilpin seconded, and approved.

3. Sale of “The Deanery” at 118 Westerly Terrace. Be it resolved that the proceeds of the sale of The Deanery (\$394,725.21) be moved from the Cathedral’s Webster Bank checking account into the Cathedral’s restricted endowment account to support the housing of clergy on staff at Christ Church Cathedral in the future as required by the Standing Committee of the Episcopal Diocese of Connecticut.

Approved as amended.

4. Disposition of cash remaining in the checking account of St. James Hartford at the time of its dissolution. Be it resolved that the \$52,172.80 remaining in the checking account of St. James at the time of its dissolution, and subsequently transferred to the Christ Church Cathedral Webster Bank checking account, be allocated to the Cathedral’s 2015 budget as a carryover to reduce the withdrawal from the endowment and unrestricted investment funds for the 2015 fiscal year.

Approved as amended.

5. Addition of Carol Taylor and removal of Leslie Jones as an authorized signatory for the Cathedral’s Webster Bank checking account. Be it resolved that the Cathedral Administrator, Carol Taylor, be added as a signatory to Christ Church Cathedral’s Webster Bank checking account, and that Leslie Jones, the former Cathedral Administrator, be removed as a signatory.

Approved.

6. Addition of Carol Taylor as an authorized credit card holder. Be it resolved that Carol Taylor, the Cathedral Administrator, be added as an authorized credit card holder on all credit card accounts issued in the name of Christ Church Cathedral.

Approved.

7. Reduction of threshold for requiring two signatures for Cathedral expenditures. Be it resolved that the threshold for requiring two authorized signatures when expending the funds of Christ Church Cathedral be reduced from \$5,000 to \$2,500. Be it further resolved that expenditures below \$2,500 may be transacted with a single authorized signature.

Approved.

7. Disposition of insurance benefit left to the Cathedral in memory of Barbara Petersen's mother. Be it resolved that the \$6,000 insurance benefit left to Christ Church Cathedral in memory of Barbara Peterson's mother be moved from the Cathedral's Webster Bank checking account into the Cathedral's unrestricted funds.

Approved as amended.

X. Next meeting dates

2015: January 13, April 14, July 14, and October 13.

Cathedral Parish Annual meeting January 25, 2015

XI. Benediction and adjournment

The Bishop closed the meeting with prayer at 8:56 p.m.

Respectfully submitted,

The Rev. Linda M. Spiers, Cathedral Secretary

CHRIST CHURCH CATHEDRAL

Resolutions of the Chapter January 13, 2015

DISOLUTION OF CATHEDRAL LEADERSHIP TEAM

WHEREAS, the Diocesan Bishop and Cathedral Chapter appointed the Leadership Team during a time of significant turmoil and transition of the Cathedral

WEHEREAS, the Leadership Team played a relevant and productive role in assuring continued support and development for the Cathedral and its clergy;

WHEREAS, the Cathedral has overcome the challenges of the previous transition

WHEREAS, the Parish Committee and a Clergy Team have assumed their respective roles in the context of collaborative ministry

Be it resolved that the Cathedral Chapter approves the dissolution of the Leadership Team effective January 13, 2015.

Be it further resolved that the Cathedral Chapter express deep gratitude to the members of the Leadership Team for their faithfulness, commitment and vision during a relevant time in the history of the Cathedral.

Resolution approved by Finance Committee at its January 7, 2015, meeting and presented to the Cathedral Chapter for adoption at its January 13, 2015

OPENING OF ACCOUNT- EMERGENCY FUND-

Be it resolved that Christ Church Cathedral Chapter designate the funds received from our various insurance carriers for settlement of a claim for the basement flood and related repairs as *seed* money to open a demand account to be used only in times of emergency and exclusively to cover pay roll expenses when needed. This would occur prior to scheduled receipts from Donations and Bequests or receipt of an emergency withdrawal from Donations and Bequests and when the expense of the emergency threatens payment of the payroll.

Be it further resolved, that such account is audited annually, fulfilling all aspects of internal control and accountability.

Be it further resolved, that two (2) signatures are required to authorize transfers or withdrawal from said account.

Be it further resolved, that the money withdrawn from this account be replaced upon the next receipt of regularly scheduled funds from Donations and Bequests or an emergency request from Donations and Bequests.

BUILDINGS AND GROUNDS COMMITTEE REPORT TO CHAPTER January 13, 2015

Members:

Emhart Aziz
The Rev. Michael Belt
Fred Faulkner
Rose Fichera-Eagen
Robert Stockdale

Members Ex - officio

Lucy Groening, Chair of Parish Committee
David Borawski, Buildings & Grounds Staff Liaison
John Scott, Sacristan
Dawn Ingram, Archivist/ Curator
Carol Taylor, Cathedral Administrator
The Rev. Miguelina Howell, Vicar

The first meeting was hosted on November 3, 2015. The Committee discussed the following:

- Background history on the work of the Buildings and Grounds Committee as well as major repairs to the Cathedral facilities.
- The Balloon Payment dateline restricting any major building restoration undertaking in the next two years unless it is a repair to prevent liability issues.
- The Vicar provided samples of various documents to be used as guidelines for our work together (annual inspection checklists, seasonal checklist, Emergency and Crisis Survey for Churches, parish inventory template, etc)
- The need of an updated inventory
- The Committee divided its work by zones in order to monitor needs, challenges and progress. The zones are as follow :

Zone 1 – Cathedral Building - John Scott and Em Aziz

Zone 2 – Cathedral House - Lucy Groening and Michael Belt – excepting first floor offices to be reviewed by staff

Zone 3 – Cathedral House Lower Level - Fred Faulkner, Rose Fichera-Eagen

Zone 4 – Cathedral House Basement – David Borawski, Dawn Ingram

Zone 5 – Cathedral Exterior – Michael Belt and Em Aziz

Zone 6 – Private Apartments – Carol Taylor

Zone teams were encouraged to meet in order to assess their assigned zones, customize checklists, and provide updates.

The next meeting date is January 13, 2015, prior to Chapter meeting.

Faithfully Submitted,

The Rev. Miguelina Howell, Vicar

Lucy Groening, Parish Committee Chair

PARISH COMMITTEE REPORT TO CHAPTER January 13, 2015

At its November 11th meeting the Committee was pleased to receive one application to the Fisher Endowment Fund for theological education scholarships. We reviewed the application of Carlos de la Torre and granted him the \$2500 he requested for a course at St. George's College, Jerusalem and a pilgrimage to England, both in January. I was a delegate to Diocesan Convention and reviewed that interesting event with the Committee. On Sunday November 9th there was a Forum about Convention and how Christ Church is in alignment with the discernment taking place in Connecticut and in the wider church. The Committee agreed to supply food for Coffee Hour on November 30th. The Committee was encouraged to participate in the greening of the church on December 21st, assisting the Altar Guild. The document titled Staff Portfolios was distributed and reviewed. The Committee appreciated the clarity of staff duties as presented in the document. In the Parish Committee Report to Chapter of April 8, 2014, there is a list of six topics that the Committee wanted to address in 2014. At this meeting those topics were reviewed at length.

At its December 16th meeting the Parish Committee met with the Leadership Team for the last time. The Leadership Team was thanked for their leadership during a difficult period. The work of the Nominating Committee for new members of the Parish Committee was reviewed. Kimberly Newport has resigned from the Parish Committee. A small editing job to the Fischer Fund application forms came up. It will say, "Check will be sent to your educational institution" to reduce any confusion on the part of applicants. The Committee looked at the Constitution and Statutes of the Cathedral Chapter, Article 9, Section D – Cathedral Parish Committee. This short paragraph needs to be expanded to be more descriptive of the Parish Committee as the Cathedral Parish continues to grow and better define itself. Lina and Lucy will work on this and bring it back to the February meeting. The meeting ended with the members using one word to describe the current state of the parish. The words were: engaged, dynamic, progressive, reinvigorated, enjoyment. The Committee couldn't stop there and went on to talk about how parishioners are sitting around at coffee hour, sometimes getting into long discussions, no longer talking about the past, but talking with enthusiasm about the present and future.

On November 3rd the Buildings and Grounds Committee held its first meeting in many years. The Cathedral was divided into zones with different people, in pairs, on the Committee taking different parts of the buildings. Subsequently I took a tour of the second floor with David Borawski, Facilities Manager, interviewed Amy Beveridge about the Crafters Closet on the second floor and Heather Jordan-Greaves about the Hospitality kitchenette off the Auditorium, the storage area above the kitchenette, the "refrigerator room" to the right of the stage and the hot box in the Auditorium itself. The Gift Shop is on hold until February when Lina and I will meet with the two people who have been involved. I wrote two memos on what I have found so far.

In December I gave Stewardship talks at both the 8:00 and 10:00 services, wrote a Stewardship piece for e-news, and wrote about my reflections on a year as Parish Committee Chair for the January Grapevine.

On November 13th I attended the Spring Break Think Tank planning session at The Commons. It was my first trip there. The tour of the Commons was informative and fun. Spring Break is a church-wide training session for God's Mission in Connecticut to be held on March 21st in Meriden.

On December 17th I was part of a meeting with Rabbi Donna Berman, Director of the Charter Oak Cultural Center. Their mission is social justice through the arts. Their programming is almost eerily similar to what the congregation said they wanted the Mansfield Youth Education Committee to be about. That Committee held a Forum the end of October and subsequent individual interviews, so there is a lot of information available as to what the parish would like by way of youth education. After an introduction about the Charter Oak Cultural Center, the conversation revolved around how we might partner with them, rather than reinventing the wheel. This will be pursued very carefully in the spring.

Lucy Groening, Chair
Parish Committee

CLERGY HOUSING ALLOWANCE

WHEREAS the Rev. Harlon L. Dalton is employed as a minister of the Gospel by Christ Church Cathedral, Hartford, CT; and

WHEREAS said Cathedral does not provide a residence for him; and

WHEREAS Section 107 of the Internal Revenue Code provides that the amount of a minister's compensation designated in advance by his or her employer as a "parsonage allowance" may be excluded from income for federal income tax purposes to the extent that said amount does not exceed the actual expenses incurred in owning or renting a home, and does not exceed (in the case of home ownership) the fair rental value plus maintenance costs of the home;

THEREFORE the Chapter of Christ Church Cathedral, at a duly noticed meeting, hereby RESOLVES, effective January 1, 2015, that \$44,000 of the total compensation paid to the Reverend Harlon L. Dalton during the 2015 calendar year shall be designated as a parsonage allowance within the meaning of Section 107 of the Internal Revenue Code.

The Chapter of Christ Church Cathedral FURTHER RESOLVES that this designation shall apply to all future years unless it is superseded by a new resolution or the Reverend Dalton ceases to be employed by the Cathedral.

CLERGY HOUSING ALLOWANCE

WHEREAS the Rev. Miguelina Howell is employed as a minister of the Gospel by Christ Church Cathedral, Hartford, CT; and

WHEREAS said Cathedral does not provide a residence for her; and

WHEREAS Section 107 of the Internal Revenue Code provides that the amount of a minister's compensation designated in advance by his or her employer as a "parsonage allowance" may be excluded from income for federal income tax purposes to the extent that said amount does not exceed the actual expenses incurred in owning or renting a home, and does not exceed (in the case of home ownership) the fair rental value plus maintenance costs of the home;

THEREFORE the Chapter of Christ Church Cathedral, at a duly noticed meeting, hereby RESOLVES, effective January 1, 2015, that \$ 44,750.00 of the total compensation paid to the Reverend Miguelina Howell during the 2015 calendar year shall be designated as a parsonage allowance within the meaning of Section 107 of the Internal Revenue Code.

The Chapter of Christ Church Cathedral FURTHER RESOLVES that this designation shall apply to all future years unless it is superseded by a new resolution or the Reverend Howell ceases to be employed by the Cathedral.

**CHRIST CHURCH CATHEDRAL
VICAR'S REPORT TO CATHEDRAL CHAPTER**

January 13, 2015

This report encompasses the period of October 15, 2014- January 12, 2015

Worship

- **Baptism: All Saints Day.** June Aziz facilitated the Baptism/ Catechism classes and served as presenter of both candidates, Luis Rodriguez and Trinity Francis.
- **Funerals:** December 13, 2014- Pasquale Maffucci. I officiated offsite. The Maffucci family were longtime members of the Cathedral. I continue to be in touch with his daughter, who is discerning to return to worship at CCC.
- **Special Services/ Events:**
 - **Ushers and Greeters Dinner:** Coordinated by Peggy Ornell. A day of appreciation and fellowship for active participants in worship. We had a total attendance of 27.
 - **October 24-** Wedding at the Cathedral officiated by James Cooke.
 - **November 23-** Harvest Festival and International Day.
 - Combined services continue to be embraced positively by most.
- **Church By the Pond:**
 - This worship service of the Cathedral is going from strength to strength. I celebrated and preached several times through the year, the most recent being November 1, 2014.
 - I continue to serve as primary supply (backup clergy) in cases of cancellation, which happened only twice in 2014.
 - Harlon and I meet with Deacon Donald Richey monthly to review CBTP ministry as it is an area in which Harlon and I overlap responsibilities. It is a worship service and at the same time an engagement with the City of Hartford and The Episcopal Church in Connecticut.
- **Sunday Worship:**
 - We continue to welcome newcomers at all three services. Letters of follow-up are sent the week of the visit. Three new families have joined in regular attendance with the Cathedral congregation at 10 am and 12:30 services.
 - I thoroughly enjoy coordinating and designing our Cathedral congregation worship experiences. It is life-giving and inspirational work. I meet monthly with our worship staff, Peggy Ornell, Joshua Slater and Thomas Whitestone. These meetings have proven to be helpful and productive. We continue nurturing a collaborative work environment. Peggy continues to collaborate drafting the Prayers of the People, coordinating ushers, readers and lectors participation, supporting the Administrator with the Sunday bulletin, among other things.
 - Dawn Ingram was recruited to coordinate the acolytes. She is currently working on a revised acolyte manual in collaboration with Peggy and me.

- On November 4, I met with our Altar Guild Coordinator and Cathedral Archivist/Curator to review the state of the Sacristy, assess current needs and designate storage spaces for items reserved for worship use.

Outreach

- **Uyeki Forum:** In collaboration with the lay leadership of the Uyeki Forum, I convened a special gathering in light of the tragic events in Ferguson, Missouri and New York. Twenty-one people were in attendance. The group received copies of the House of Bishops' Letter on the Sin of Racism issued in 1994. The leadership proposed the Cathedral hang a #blacklivesmatter banner. The banner was ordered and was placed on our fence at the corner of Church and Main Street.
- **Church Street Eats:** Our feeding program has fed 2,517 individuals, 662 helped in the boutique for the period October- December and a total 11,427 people were served for the year 2014.
 - **The Steering Committee** met on November 17 with Hands on Hartford Director Barbara Shaw to deepen conversation about current partnership and visions for the future. The convener of the CSE Task Force, Maggie Osborn and I met with Cathedral Account, Cindy Hursty to clarify and identify a new chart of accounts for CSE expenses. The new process is already in place.
 - **Martin Luther King Celebration:** Program and food have been coordinated. Tim Cole and Donald Richey will facilitate a conversation based on MLK quotes, provided to all in attendance on small cards. Table conversations will be encouraged.
- **Faith Collins Fund:** On Wednesdays, members of the Cathedral Women Global Mission group assist me with alms interviews. In the period October-December we served numerous women and I authorized assistance in the amount of \$18,622+. Interviews ceased mid-December due to lack of funds. Faith Collins Trust income for 2014 was received late December 2014.

Hospitality: The Hospitality Team continues to strive to make all feel welcome. Peggy Ornell is the staff liaison to this team. During this period, the Team:

- Provided receptions for several funerals, including the funeral of a member of St. Monica's Episcopal Church.
- Hosted Harvest Festival Luncheon
- Provided lunch for Church By the Pond
- Hosted reception for Lessons & Carols
- Hosted reception for Greening of the Church
- Hosted reception for Christmas Eve Fellowship
- Provided refreshment for various committee meetings
- Prepares bag lunch for Church Street Eats every Sunday

Stewardship:

- Fall Financial Campaign was developed as planned with testimonies, weekly e-news, one-on-one conversations and written communications as the key elements of this initiative. As of January 5, 2015, we have received 74 pledge units for a total pledged amount of \$130,296.00 representing 86.86 % of our pledge line item and 9.76% of our total 2015 budget.
- There is a need for recruitment of new team members for this important year-round work.

Communications:

- *The Grapevine*: three issues, including a colorful December edition.
- **Editing/ proofreading**: support is provided to clergy, staff, team coordinators and others in reviewing communication materials directed to various audiences. When requested, written material is developed for both internal and external purposes.
- **Weekly E-Announcements** -responsibility for the Weekly E-Announcements lies with the Associate for Parish Life. The Communications Team supports this effort which helps keep members up-to-date on what is happening at the Cathedral.
- **Communications Survey** -in conjunction with the Ministry Fair in October, members were able to provide anonymous feedback on the effectiveness of Cathedral communications. Though only a small number of questionnaires were turned in, the comments are appreciated and changes, where possible and appropriate, are being made.

Christian Formation:

- Bible Study facilitators did a remarkable job this past season: Marnie Mueller, JildaAlliota, Camille Jackson, the Rev. Jay Cooke, Tom Smith, the Rev. Harlon Dalton and me.
- On November 16, I facilitated a workshop presenting the draft proposals of TREC- Task Force for Reimagining the Episcopal Church. The presentation provided historical background of the structural changes and evolution of The Episcopal Church to date.
- **Christian Formation for Young People**: This ministry is the primary responsibility of Peggy Ornell, Associate for Parish Life:
 - **Children**:
 - Two red baskets, one with individual bags containing the Sunday Paper and crayons and one with Furry Friends, have been available since Advent I.
 - The Acolytes held a book drive for new children's books which were distributed to Interval House and other shelters for women and children who are the victims of domestic abuse.
 - **Youth/ Young Adults**:
 - Volunteers were recruited. Peggy has convened a meeting with the volunteers and the Vicar to discuss future plans. The meeting will take place on January 20, 2015.

Pastoral Care:

- Amy Beveridge, coordinator of Pastoral Care continues to support this ministry with faithfulness and love.
- Amy, Martha Fine and I gather weekly to make visits to our Cathedral homebound and/or inactive members. We visited 22 homebound members for the period October-December and a total of approximately 122 for the year 2014. Our visits are usually scheduled for Thursdays.

The Mansfield Youth Education Committee

- The Committee held meetings with the congregation on October 26, 2014, and November 2, 2014, after the 8:00 and 10:00 a.m. services to solicit the congregation's

opinions, hopes and dreams on this particular aspect of ministry. Team members hosted individual meetings with those who couldn't make the Sunday sessions.

- Significant progress is being made. We are in the final stages of drafting findings and proposals to chapter.
- I attended a meeting with the leadership of Charter Oak Program convened by my colleague Harlon. The Chair of the Parish Committee and the Chair of the Mansfield Youth Education Committee were invited as well.

Cathedral Music Ministry

Joshua Anand Slater continues to do an extraordinary job conducting and developing the Cathedral Choir and the Music Program. The addition of Thomas Whitestone to the Music Team has moved this ministry from strength to strength.

Below is a summary of the work of the Music Department in the past 3 months.

- Successful Bach Sunday
 - Strong attendance at 10a.m and 2p.m recital
 - Strong publicity
 - Good performances from soloists and guest musicians
 - Some guest musicians volunteered their services
 - Afternoon recital particularly good – Organist Thomas Whitestone, Soprano Olivia Miller, guests musicians.
 - People came who have other Sunday morning obligations
- Jacob Ingram was installed as new chorister in November. Joshua is working with Kate Ingram who will be installed soon. Classes are taking place on Tuesdays.
- Fauré *Requiem* well executed; seeking ways to improve attendance
 - Organ scholar assistance Matthew Harrison (takes lessons with Music Director)
 - Good solo work by Olivia Miller, Steve Valenzuela
- Good Harvest Festival with Händel and harvest hymns
- L&C moved to December 14th 10a.m service
 - Solos from EnumaMokel, a young adult member of the choir.
 - Lots of music and went well. Congregation appreciated the service.
- Ambitious and fun Christmas Eve program - Messiah, Christmas Oratorio, Messe de Minuit
 - Guest musicians - violins, trumpets, timpani
 - Special favor from contractor to play
- Excellent solo work by section leaders.
- New section leader for altos, Kelly Kelly. Letter of agreement was signed by Music Director and Vicar in December 2014.
- Vicar and Music Director introduced Thomas Whitestone to the Cathedral Congregation as *Cathedral Organist*. The prefix of "Associate" was removed effective Advent IV.
- First Night – Thomas Whitestone played a recital; organ presentation; more people each time; folks really enjoyed trying the organ. Music Director, Joshua Slater did a superb job interacting with the visitors and presenting the music program. I worked with Joshua and Thomas in the planning of the program and logistics for the music aspect of First Night at the Cathedral.
- The Asylum Quartet will host a Concert at the Cathedral on Thursday.

Cathedral Archives- Report on Behalf of Dawn Ingram, Archivist-Curator

The organization of the Cathedral archives has moved forward with the establishment of an archives office on the second floor of the Cathedral Annex. Within it is space for conservation projects and interim storage for the inventory rehousing of archival material. An overflowed toilet during the Hands on Hartford lunch program necessitated clean-up and reorganization of the vault room when water seeped through its ceiling. Inventories and finding aids are being updated and/or prepared for the parish records and archival collection. Additional inventories of Cathedral history contained in other area repositories have been created. Inquiries from the public and staff continue to be researched and answered. The information gathered through these inquiries often adds to the body of knowledge we have of the Cathedral's history and community involvement.

Curatorial work included continued registration and research on pieces in the collection. Assessment, cleaning and conservation of processional crosses and torches took place in December as a run-up to the Christmas season. The three virges owned by the Cathedral have been cleaned and are now displayed in the Vesting Room making for easier access by the vergers and less chance of damage to them.

Others

- Counting Team Training hosted by Carol Taylor, Cindy Hursty and Nancy Jacobs on November 17 and November 24.
- **Endowment Funds Research:** On November 24th I met with Cathedral Archivist Dawn Ingram to discuss the content of a preliminary report she prepared as a result of the endowment research. This preliminary report has been submitted to the Bishop, Clergy, Treasurer and Parish Committee Chair. I commend the work of Dawn Ingram and her dedication and enthusiasm.

Administration and Finances

Carol Taylor and Cindy Hursty are an extraordinary support to the day-to day operations of the Cathedral as well as to my office. We meet and confer on a weekly and sometimes daily basis. The cohesiveness and positive energy of this administrative team make any tedious or intense work fun and life-giving. Below is a brief summary of important progress achieved in the area of Administration and Finances.

- Completion of Insurance Claim settlement
- 2015 Budget drafts in preparation to Finance Committee
- Updated vendors contracts (Simplex Grinnell - Cathedral fire and alarm systems, snow removal, etc.)
- Meeting with CEO of Mechanical Maintenance to discuss current service and ongoing relationship.
- The Finance Committee met on November 12, 2014, and January 7, 2015, to review budget drafts.
- Carol Taylor has worked developing procedures to enhance our operations.

Personnel

- The Cathedral Staff participated in a retreat on 23-24 October, 2014. The retreat was facilitated by our consultants, the Rev. Canon Timothy Hoddapp and Canon Robin Hammeal-Urban. The staff had an opportunity to review, discuss and clarify roles and responsibilities. A product of this retreat is a complete document with a summary of staff portfolios to be shared with the congregation through a special edition of *The Grapevine* and in posters in the Cathedral bulletin boards.
- David Borawski employment status was changed from contractor (1099) to employee (W-2). This change does not affect budget figures and places us in compliance with Department of Labor law.
- Carol Taylor submitted her resignation on January 5, 2015, to be effective January 30, 2015. Carol made this decision in order to attend to important family needs. It was with a saddened and heavy heart that I accepted her resignation. Carol's skills, dedication, process-oriented mind-set and professionalism has made a positive and relevant difference in the office. Carol and I started this conversations in early December and prepared for a healthy transition.
- I interviewed and called Joanne A. Ames to serve as our new Cathedral Administrator. Joann, who prefers to be called Annie, will join our staff on January 15, 2015. Her professional background is banking and small business administration.

Buildings and Grounds: This is an area of ongoing work and demand. Below is a sample of tasks accomplished.

- Elevator restrictions and tutorial were prepared
- Replacement and repairs of exterior and interior lights to the Cathedral
- Attention to emergency repairs/ needs of Hands on Hartford
- Adjustments to the new boiler were made
- Installation of new thermostats
- Installation of additions to the Cathedral sound system
- Update to key holders list

Diocesan Participation

- The Cathedral hosted the Diocesan Latino Commission meeting on December 6, 2014
- I was appointed by the Bishops to serve as member of TREC CT. Our first meeting took place in December.

Wider Church Engagement

- The TREC report was completed and presented to the wider church. Presentations at the Synod levels are being scheduled at this time.
- Continued work with the Episcopal Church Latino/Hispanic Ministry Council of Advice. Next Council meeting is scheduled for March 1-3 in Los Angeles.
- I was invited to serve as workshop leader at the Preachers' Conference, which will take place in March in LA, following the Council of Advice meeting.
- I am scheduled to attend General Convention 2015 to provide support to various TEC offices.
- Four sermons were written for the Sermons that Work Spanish website of The Episcopal Church.

Faithfully submitted,
The Rev. Miguelina Howell, Vicar

**CHRIST CHURCH CATHEDRAL
REPORT OF THE PRIEST-IN-CHARGE
TO THE CATHEDRAL CHAPTER
January 13, 2015**

Although this is the Chapter's officially designated annual meeting, I will not catalog all of the ways in which Christ Church Cathedral has lived into its "cathedralness" over the past 12 months. Instead I will focus on a small number of initiatives that are increasingly capturing my time, attention and imagination.

Recall that as I enter my third and final year as Priest-in-Charge, my portfolio has two branches:

- (1) Overseeing a diocesan-wide discernment of what kind of cathedral, if any, would best serve the whole of the Episcopal Church in Connecticut as we navigate together the challenges and opportunities of the 21st Century; and
- (2) Inviting Christ Church Cathedral to robustly pursue its best understanding of what it means to be a cathedral, even as the larger discernment conversation unfolds.

These branches are, of course, interrelated. Christ Church Cathedral's efforts to live into its vision of itself should, and most likely will, inform the broader discernment process. Similarly, the broader discernment process should, and most likely will, inform the Christ Church Cathedral's self-understanding. At the end of the day, whether these conceptions converge or diverge will be significant.

DIOCESAN-WIDE DISCERNMENT PROCESS

By way of recap, in July 2014 Bishop Ian Douglas appointed a six-member Cathedral Discernment Task Force, and charged it with leading a Diocesan-wide discernment of what kind of cathedral, if any, is needed to support the Episcopal Church in Connecticut, and with developing a set of recommendations for consideration by the Diocesan Convention in November 2015. The members of the Task Force are Tim Cole, a parishioner at Christ Church Cathedral; Whitney Rice, rector of Christ and Holy Trinity Westport, Jack Gipin, Chapter member and Priest-in-Charge at St. John's New Milford; Everett ("Perry") Perine, rector of St. Peter's Hebron; Anne Watkins, parishioner at St. Paul's on the Green Norwalk; and Pat Wrice, parishioner at Christ Church Cathedral. I serve as the Task Force convener.

Since Christ Church Cathedral's future is directly affected by this discernment process, the Task Force chose to begin its explorations here. Thus, at its October 2014 meeting the Cathedral Chapter was invited to reflect on what kind of cathedral, if any, would best serve the Episcopal Church in Connecticut going forward. In November, the members of the Cathedral congregation were invited to share their reflections at a parish forum. In December, the discernment task force met with the "joint leadership" of the Diocese, which is to say with members of the Executive Council, Standing Committee, and Commission on Ministry. At that gathering, upwards of 60 diocesan leaders ruminated on the history of cathedrals in England and America, and pondered whether and (if so) how a cathedral might be of use to us in our present day and age.

In February, the Task Force will convene "listening sessions" around the Diocese which will be open to all. These listening sessions will take place in the same venues as last Summer's TREC-

CT conversations, and the task force hopes to attract the same great mix of clergy and laity. All of the data generated at these sessions will be preserved, and will inform the task force's deliberations.

In March, the Task Force will meet with Bishop Douglas to debrief the listening sessions, discern what has been learned up to that point, and decide on next steps. In April, the Task Force will elicit further input from the Cathedral Chapter, and will conduct such further Diocesan-wide input as is needed. In May, the Task Force will draft preliminary recommendations and conclusions, based on all that has been discerned to that point. In June, the Task Force will meet with Bishop Douglas and, if ready, will outline the resolution to be presented to the Convention in November.

In July, the Task Force will present its draft recommendations and resolution to the Cathedral Chapter for comment. In August, the Task Force will revise the recommendations and resolution as needed, and will draft an implementation plan. In September, the draft recommendations, resolution, and implementation plan will be presented to the Cathedral parish, and its feedback will be invited. This will be timed to coincide with Bishop Douglas's regularly-scheduled parish visitation. In October the Task Force will present its final report, recommendations, and resolution (including implementation plan) to the Cathedral Chapter, and elicit its feedback. In November, the Task Force will present its report and resolution to the Diocesan Convention. In December 2015, the Cathedral Discernment Task Force will wrap up its work.

DISCERNMENT "BY DOING" AT CHRIST CHURCH CATHEDRAL

In previous reports I have sorted the Cathedral's external engagement into categories that correspond to roles cathedrals have played throughout much of Anglican history – Seeking the Welfare of the City; Engaging the Arts; Engaging the Diocese. I do so again for the sake of continuity.

SEEKING THE WELFARE OF THE CITY. I want to focus in this section of the report on a couple of initiatives. The first is an emerging partnership with the Charter Oak Cultural Center. Roughly one mile south of the Cathedral, the Center is housed in what was once Connecticut's oldest synagogue. The building was slated for demolition in the late 1970's. Fortunately, it was preserved and restored by a small group of Jewish community leaders, and converted into a secular multicultural arts center that reaches out to Hartford's most needy. The Center's offerings include a Youth Arts Institute that provides after school and summer programs for over 1100 inner city youth ages 6 to 18. In addition, the Center is actively seeking to launch a Montessori school that would provide quality progressive education for free to the City's children.

In mid-December, Lina Howell, Leslie Jones, Lucy Groening, Marnie Mueller (in her capacity as chair of the Mansfield Youth Education Committee), and I met with Charter Oak's executive director and its director of music programs. We came away from the meeting eager to explore developing a durable, mutually-advantageous and accountable relationship with the Center, with a particular emphasis on Youth Education and arts enrichment. We might, for example, become a principal site for music lessons, theatrical productions, and a city-wide youth orchestra. In addition, we might explore partnering with the Center in making a Montessori education available to Hartford's least advantaged.

A second initiative that is poised for take-off is the Onesimus Project, through which we seek to engage mainline churches in facilitating the reentry into society of people who have been incarcerated. Initially, the project focused on encouraging and enabling churches to incorporate inmates into their congregations well in advance of their release from prison. This would be made possible through a liberal use of existing Department of Corrections' furlough programs. The prospects for developing such a program have increased significantly since the last Chapter meeting, thanks to a decision by the Department to repurpose one of its facilities to create a "reintegration center" for inmates who are nearing the end of their sentences. The center would provide focused and intense programming in order to ready the inmates for life on the outside. The Department is eager to engage churches in the reintegration center's program. A byproduct of such engagement is that the churches would be in a position to identify inmates who would be good candidates for weekly or biweekly release from prison to join with the congregation in regularly-scheduled activities.

In addition to this integration center and furlough-based program, with the Department's blessing we are exploring ways to involve parishes in the life of Hartford's correctional halfway houses. As a first step, we have invited Hartford's Episcopal, UCC and Lutheran clergy to a meeting at that Cathedral next week with halfway house directors. The response to the invitation has been robust, and we look forward to seeing where this engagement leads.

ENGAGING THE ARTS. This year the Cathedral renewed its involvement with Hartford's First Night Festival. On New Year's Eve our organist, Thomas Whitestone, gave a series of mini-concerts followed by a hands-on demonstration of the Cathedral's pipe organ, to the delight of dozens of children of all ages. Music Director Joshua Slater provided a running commentary on the peculiarities of various organ pipes, organ stops, and other gizmos, and encouraged the bashful to take a turn at the organ bench. While this was taking place in the Cathedral, a magician, David Reed-Brown, was holding 200 people spellbound in the auditorium. Reed-Brown is also an ordained Baptist minister, and his magic show focused on imbuing the audience with a sense of wonder. Although I have included First Night under the "arts" heading, it was also a fun way to engage the City of Hartford, and to engage in a bit of soft evangelism. Churches don't have to be scary or intimidating.

We continue to explore ways to partner with mainstream arts organizations such as the Hartford Stage, and with music schools such as the Hartt School for the Performing Arts. However, in this report I want to emphasize the use of the arts for the explicit purpose of pursuing social transformation. Our budding partnership with the Charter Oak Cultural Center falls squarely into this category.

So does a potential partnership with the Judy Dworin Performance Project. Its Bridging Boundaries Arts Intervention Program uses dance, song, story-telling and the spoken word to give voice to women who are caught up in the criminal justice system, and to provide them with skills that will stand them in good stead on the "outside." Dworin's troupe employs "graduates" of the Bridging Boundaries and commissions them to perform for individuals and organizations that seek to better understand the plight of the marginalized. A partnership with the Bridging Boundaries Program might include engaging its artists to provide training for churches that are considering becoming involved in the Onesimus Project.

ENGAGING THE DIOCESE. In briefly addressing this theme, I would like to reach back to the four functions we explored at the October Chapter meeting – catalyzing, connecting, convening, and capability-building. How is Christ Church Cathedral seeking to support the Episcopal Church in Connecticut in these ways?

One of the distinctly “Cathedral” roles highlighted by the participants in the December gathering of diocesan leadership was of “blazing the trail,” “trying on things that most parishes can’t,” “taking the lead so that the more timid can follow,” and “demonstrating what is possible.” The best example of a new Cathedral initiative that seeks to open up a new mission field and clear out the underbrush is the Onesimus Project. While this is something that any parish can and perhaps should undertake, the reality is that the charisms that we generally associate with cathedrals (including the willingness to take risks and the capacity to navigate complex bureaucracies) suggest that we have a special role to play as a **catalyst**. This involves laying the groundwork, forming the necessary partnerships, demonstrating that success is possible, and inviting others to the party.

Cathedrals have also traditionally served as **connectors**, in particular connecting the church and the unchurched, Episcopalians with Christians of other persuasions, and people from distinctly different faith traditions. To be honest, we have not made much progress on this front over the past 12 months. However, the upcoming gathering of Episcopalians, Congregationalists and Lutherans in pursuit of a common mission (discerning how we might engage with Hartford’s correctional halfway houses) is an important first step.

Cathedrals are also uniquely centered to help the church engage matters of public policy that matter to us as people of faith. This, too, was highlighted in the December gathering of diocesan leadership. Given its location in the state’s capitol city and the seeming authority it carries as a designated center, Christ Church Cathedral is uniquely situated to connect with policy makers on behalf of the Episcopal Church in Connecticut. Again, this is not something we have explored to date, but it is on the agenda for the next six months.

Not so very long ago, Christ Church Cathedral’s role as a site for Diocesan activities was a given. Annual Conventions were held here, as were most ordinations. So, too, were many events that shaped our common life. Increasingly, however, these events are dispersed. Our annual Convention is a movable feast, with hotels as the venues of choice. The same is true of clergy conferences and retreats. Ordinations to the priesthood, and increasingly to the transitional diaconate, take place in the ordinand’s sponsoring parish or in the parish that she or he serves. And “diocesan” meetings are increasingly held at The Commons in Meriden. Thus, the Cathedral is forced to reimagine how it might serve as a **convener** for the Episcopal Church in Connecticut.

One thing we have come to realize is that we still have a role to play as a “spiritual home” for the Diocese. Although our common business can take place in a variety of settings, it is still important for us Episcopalians to escape our various silos and gather for common worship from time to time. This has led the Cathedral to schedule a series of patronal feast day celebrations in which parishes named after the same patron saint will be invited to come to the Cathedral and worship together. Ideally the parishes jointly plan and execute the worship service, and will build in an opportunity for fellowship. The first such gathering is scheduled for April 25 in honor of St. Mark. We are also open to other kinds of multi-parish gatherings that nourish the spirit. Suggestions from Chapter members are most welcome.

Another great use of the Cathedral is as a site for gatherings for what are sometimes called “affinity groups” or “communities of practice.” This already happens with several organized groups, such as Faith Behind Bars and Beyond. However, we have been entertaining the idea of periodically convening inchoate communities – e.g. acolytes, lay Eucharistic ministers, altar guild members – for fellowship, mutual support, and spiritual uplift.

Finally, we have given thought to how the Cathedral might help to build the capacity of Episcopalians in Connecticut to better serve Christ. For the most part, we see this as a necessary element of our efforts to catalyze, connect and convene. For example, we cannot simply invite congregations to follow our example in welcoming prisoners into their midst. We have to provide them the tools to do so, including training in how to maintain boundaries and not be taken in by folk who often survive by their wits. Or consider a rather different example. Inviting clergy to jointly plan a patronal feast celebration is a lovely idea. However, the truth is that doing so requires a capacity for shared leadership and liturgical flexibility that may be a stretch for many.

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The year ahead is time of great promise for Christ Church Cathedral. It is also a time of great anxiety. I invite your prayers. For Lina and me; for the members of Cathedral Discernment Task Force; for the members of the Cathedral parish and staff; for yourselves as members of the Cathedral Chapter; and for those across the Diocese who will participate in the good and important work of discerning what God has in store for us all.

Abundant blessings. Harlon

Christ Church Cathedral				
Annual Budget Worksheet				
Budget as of 1/13/15				
		2014	2014	2015
Account	Description	Actual	Budget	Budget
4102	Pledges-Current Year	150,285	152,000	150,000
4103	Pledges-Prior Year	30	500	300
4104	Church Street Eats	15,334	25,000	
4104-100	CSE-CCC Collection	0	0	5,000
4104-101	CSE-Individuals	0	0	9,500
4104-102	CSE-Grants	0	0	8,000
4104-103	CSE-Corporations	0	0	3,000
4104-104	CSE-CCC Allocation	0	0	2,500
4106	Hispanic Ministry Grant	25,000	25,000	20,000
4106-001	Discernment Task Force	9,000	0	18,000
4107	General Fundraising	0	25,000	5,000
4108	Discretionary Receipts	600	0	0
4112	Open Offerings	6,686	4,250	5,500
4114	Altar Flowers	1,889	2,250	2,000
4115	Holy Day Offerings	2,227	3,500	3,500
4116	Non-Pledged Donations	24,430	5,000	30,000
4117	Gifts	9,147	0	3,000
4118	Canon Jones Society	2,480	0	2,000
4129	Fisher Fund	0	0	7,500
4131	Endowment Spending Plan	261,029	261,029	265,012
4132	To Balance Budget Deficit	318,782	318,782	298,319
4135	St. James Legacy	39,618	39,618	41,197
4137	Loan Principal	62,094	62,094	64,438
4138	Loan Interest	57,121	57,121	54,777
4140	Music	3,586	3,586	
4141	Mansfield Cont. Education	0	0	15,000
4142	Clergy Discretionary	6,127	6,127	20,000
4143	General - St. James	1,765	1,765	2,720
4144	Canon Jones	1,000	1,000	1,500
4152	Franz Liesche	1,949	1,953	1,947
4153	Georgia Stone	121,078	88,858	94,734
4154	Josephine Goodwin	56,951	44,122	44,031
4155	Leonora Polacek	5,720	5,663	5,890
4156	Brown Memorial	38,853	31,831	32,503
4157	Keney/Whitmore/Goodwin	12,112	11,042	11,480
4159	Faith Collins	17,370	14,269	14,916
4181	Gift Shop	1,397	0	1,000
4182	Diocesan House Events	4,000	4,000	5,000
4183	Rent - Apartment	12,600	12,600	12,600
4188	Facility Usage	2,850	1,500	4,400
4190	Merrill Lynch Investments	-65	-149	(149)
		1,273,044	1,209,311	1,266,115
01	GENERAL FUND			
5110-112	Christian Formation	603	1,500	1,000
5110-113	Parish Forum Expenses	409	1,000	500
5110-116	Children and Youth	789	1,500	2,000
5110-117	Leadership & Development	1,091	2,000	1,500
5110-118	Parish Consulting	1,957	5,000	2,000
5110-122	Parish Comm/Lead Team Sup	289	1,200	1,000

Christ Church Cathedral				
Annual Budget Worksheet				
Budget as of 1/13/15				
		2014	2014	2015
Account	Description	Actual	Budget	Budget
5110-123	Parish Ministry Team Supp	639	2,000	1,000
5110-124	Pastoral Care	428	1,000	800
5110-125	New Member Incorporation	263	750	500
5110-126	Preservation / Archives	0	0	1,500
5120-001	Downtown Hartford	265	750	500
5120-002	Young Adults (20's & 30's)	500	750	750
5120-003	Capital Community College	0	1,000	500
5120-005	Hartford Latino Communiti	0	7,000	500
5130-001	Music Program Development	761	2,000	750
5130-002	Local Music Schools	0	1,600	800
5130-003	Festival Music	1,150	1,500	750
5130-004	Music Permissions/Library	2,086	3,000	2,500
5130-005	Music Supplies	896	1,000	750
5130-006	Cathedral Wider-Music Eve	0	0	1,420
5150-151	Altar Flowers	8,373	7,300	6,500
5150-152	Vestments/Altar Apptments	2,331	2,250	2,000
5150-153	Worship Supplies	5,481	4,500	4,500
5150-156	Church by Pond Min Dev	2,413	1,000	2,500
5150-158	Acolyte Support	302	1,000	500
5150-160	La Catedral Ministry Dev	3,224	4,110	3,500
5160-161	Parking	8,544	8,000	9,000
5160-162	Fellowship Hour Expenses	1,829	3,100	2,500
5160-163	Parish Mtg/ Event Expense	4,954	3,500	3,500
5160-164	Misc. Hospitality	1,125	1,000	1,000
5160-166	Cathedral Mtgs/Events	3,219	3,000	5,000
5160-167	Visitor Welcome Expenses	0	500	500
5170-001	Newsletters/Web/SocMedia	696	1,500	1,500
5170-002	Spanish Translations	1,946	9,000	4,000
5170-003	Print Materials	1,353	3,000	2,500
5180-181	Diocesan Pledge	130,092	130,096	94,608
5180-182	Facilitating Collaboratio	27	1,000	300
5180-183	Engaging the Arts	102	1,000	2,500
5190-191	BFC/Camp Washington	1,068	1,000	1,000
5190-193	Hands on Hartford	0	0	900
5190-194	Canon Jones Society Award	3,546	1,500	3,500
5190-195	Gift Shop	491	500	500
5190-200	Priest-in-Charge Discreti	4,884	2,000	5,000
5190-201	Vicar Discretionary	9,408	7,000	10,000
5190-202	Deacon Discretionary	2,963	3,000	5,000
5190-203	Assistance-Faith Collins	18,623	36,235	19,000
5190-205	Latino Initiative	0	7,000	4,000
5190-206	New Ventures	8,267	10,000	15,000
5192-001	Church Street Eats	24,042	25,000	
5192-002	CSE-Food	0	0	14,000
5192-003	CSE-Supplies	0	0	1,750
5192-004	CSE-Facilities	0	0	2,000
5192-005	CSE-Licensing/Certificati	0	0	1,300
5192-006	CSE-Personnel-Janitorial	0	0	900
5192-007	CSE-Personnel-Security	0	0	900
5192-008	CSE-Assistance	0	0	1,000
5192-009	CSE-Reserve	0	0	8,150
5199	Mission Trip/Clergy Pilgr	100	0	8,500

Christ Church Cathedral				
Annual Budget Worksheet				
Budget as of 1/13/15				
		2014	2014	2015
Account	Description	Actual	Budget	Budget
5210-001	Salary/Housing/SECA PIC	64,508	64,508	64,508
5210-002	Salary/Housing/SECA Vicar	105,474	105,474	105,474
5210-003	Salary Music Director PT	30,830	30,000	30,000
5210-004	Salary Organist (PT)	9,396	16,900	15,000
5210-005	Salary Choir Section Lead	21,940	20,800	25,520
5210-006	Salary Asst Music Directo	21,688	16,000	16,000
5210-007	Salary Cathedral Administ	40,328	52,530	45,813
5210-008	Salary Bookkeeper	42,024	42,024	44,125
5210-009	Salary Assoc for Parish L	15,333	16,000	19,429
5210-010	Wages Sacristan (PT)	8,860	8,500	8,500
5210-011	Wages Facilities Manager	13,823	14,000	11,960
5210-012	Wages Cleaning Services	24,384	10,000	34,560
5210-013	Wages Security Services	12,179	14,642	14,642
5210-014	Wages Guest Musicians	4,615	5,400	5,500
5210-015	Wages Substitute Organist	8,356	2,000	1,000
5210-016	Wages Clergy Associates	5,904	5,000	5,000
5210-017	Wages Supply Security/Cle	255	500	500
5210-018	Wages Section Leader	3,430	0	520
5210-019	Salary Execut Asst to PIC	13,716	0	26,265
5250-001	Priest in Charge Cont Edu	746	750	750
5250-002	Vicar Continuing Educatio	733	1,500	1,500
5250-003	Deacon Continuing Educati	1,530	1,500	1,500
5250-004	Music Dir Continuing Educ	798	750	750
5250-005	Admin Staff Continuing Ed	0	1,500	1,500
5250-006	Organist Continuing Educa	0	0	350
5250-021	Priest in Charge Professi	1,716	3,000	3,000
5250-022	Vicar Professional	1,927	3,000	3,000
5250-023	Deacon Professional	48	1,500	1,500
5250-024	Music Director Profession	702	750	750
5250-025	Admin Staff Professional	677	3,000	3,000
5250-041	Priest in Charge Pension	11,611	11,612	11,612
5250-042	Vicar Pension	18,985	18,985	18,985
5250-043	Admin Staff Pension (Comb	8,084	8,510	10,346
5250-044	Music Director Pension	2,775	2,700	2,700
5250-061	Vicar GLMD	21,648	21,648	21,888
5250-062	Staff GLMD (Combined)	18,766	19,266	32,727
5250-063	Retirees GLMD	10,476	11,020	10,620
5250-100	Employer FICA Match (Comb	14,723	14,757	17,806
5250-200	Workers Comp. Insurance	2,928	2,390	2,717
5310-001	Electricity	23,475	25,000	25,000
5310-002	Gas/Oil	37,458	35,500	35,000
5310-003	Water	2,800	7,000	3,400
5320-001	Elevator Maintenance	3,127	2,350	2,590
5320-002	Fire Protection /Security	10,186	8,500	8,000
5320-003	HVAC	12,469	15,000	13,000
5320-004	Laundry	1,040	1,150	1,150
5320-005	Supplies-Maint/Papergoods	3,376	6,600	5,500
5320-006	Pest Control	1,328	1,800	1,500
5320-008	Snow Plowing	22,103	15,000	25,000
5320-009	Plumbing	5,691	6,000	6,000
5320-010	Electrical Repairs	7,575	4,500	4,500
5320-011	Repair & Maintenance	27,175	15,000	21,000

Christ Church Cathedral				
Annual Budget Worksheet				
Budget as of 1/13/15				
		2014	2014	2015
Account	Description	Actual	Budget	Budget
5320-012	Musical Instruments	8,955	7,500	7,750
5361	Gen'l Liability Insurance	55,188	67,450	40,901
5370-002	Postage	2,182	1,350	1,600
5370-004	Office Supplies	7,185	5,000	5,500
5370-005	Telephone	4,433	4,200	4,200
5370-006	Payroll Processing	946	1,000	1,000
5370-007	Bank Charges & Other Exp.	1,877	1,750	1,750
5380-001	Computers	4,097	2,500	5,000
5380-002	Copier Lease & Supplies	8,083	7,708	6,914
5380-003	Mailing System	1,353	700	1,000
5380-004	Office Furniture	3,468	2,000	2,000
5380-005	IT Support	11,267	8,000	9,000
5390-001	Audit	17,675	17,000	17,500
5390-101	Loan Interest Expense	57,121	57,121	54,777
5390-102	Loan Principal	62,094	62,094	64,437
		1,231,167	1,253,830	1,266,115