



**CATHEDRAL CHURCH OF SAINT PETER  
ANNUAL VESTRY MEETING  
TO BE HELD IN THE CYNTHIA POULTON HALL  
AT 12.00pm ON 18 MARCH 2018  
MINUTES**

1. Opening Prayer  
The Dean opened the meeting in prayer at 12:22pm
  
2. Recording of attendance and apologies.  
127 people signed the attendance sheet.  
22 people had offered their apologies.
  
3. Appointment of Minute Secretary.  
Christine Beal was appointed Minute Secretary, unopposed  
**The Dean/Angela EVANS**
  
4. Report concerning confirmation of Minutes:
  - a. The Minutes of the Annual Vestry Meeting held 26 March 2017 were confirmed by Cathedral Council at its April 2017 meeting.  
**Motion:** *"That the Minutes of this Meeting be confirmed by Cathedral Council at its earliest convenience."*  
**Moved: Bill GOODES Seconded: Diane NICHOLLS CARRIED**
  
5. Appointment of Scrutineers:  
Stephen Mathew and Oliver Morris appointed scrutineers without objection. Marijke Mellor was appointed an additional scrutineer when one was required.
  
6. Elections:  
The Dean explained the makeup of the Cathedral Council and reported that Rebecca Bailey has been appointed to Council by the Archbishop. Helen Carrig is Diocesan Council appointment. Kevin Stracey has accepted the Dean's invitation to be the Dean's Warden. Kathy Teague and Oliver Morris have accepted the Dean's invitation to be Dean's representatives on Cathedral Council.
  - a. People's Warden Elect 1 (1 yr term)  
Angela EVANS elected **UNOPPOSED**
  - b. Cathedral Council Elect 2 (2 yr term). Two nominations received for Cathedral Council, Coby Mellor and Kym Ramsay **ELECTED UNOPPOSED**
 All appointments and elections were greeted with **ACCLAMATION**
  
7. Appointment of Nomination Committee  
(2017 Committee: Christine Beal, Bill Nicholls & Rosslyn Hewitson)  
*Four people were nominated, Christine Beal, Bill Nicholls Rosslyn Hewitson, Joe Thorp.*  
On first vote, Bill Nicholls and Joe Thorp were elected, and following a second vote, Christine Beal was elected as the third member.
  
8. Financial Reports:
  - a. Presentation of the Annual Report and Accounts.  
Stephen Mathew spoke as outgoing Chairman of the Finance Committee and noted the surplus of \$22K, in light of having budgeted for significant expenditure in 2017. He thanked Kevin Stracey for his significant work over the past decade as Treasurer. Greeted with **ACCLAMATION**

The Treasurer, Mr Kevin Stracey, presented the accounts and spoke to them.

*Income and Expenditure ("above the line")*

Noted the consistency between Income and Expenditure for 2016 and 2017: a stable position.

- Income slightly above a conservative budget.
- Expenditure in line with budget.
- Significant surpluses in both years, totalling over \$77,000.
- Major difference in 2017 \$39,000 on Cathedral Conservation works, as budgeted: the start of an exciting phase.

*"Below the line"*

- \$¼ million organ expenditure covered by grants from the Music Foundation's organ appeal and other fundraising.
- Further bequests of almost \$83,000.
- An increase of \$12,000 in the Memorial Garden Fund resulting from sale of plots.
- Accumulated General Fund at the end of the year \$2,272,938, an increase of \$½ million over recent years thanks to a number of bequests, and income and expenditure balanced over the long term.

*Balance Sheet*

Overall increase in member funds of almost \$200,000, including:

- Income and Expenditure Surplus
- Bequests
- Increase in value of Investments

**Questions**

Question about below the line figures associated with the organ project. Noted income and expenditure of approx \$250K for this project. The Treasurer explained the reason for this, noting that the Cathedral Council is responsible for the repairs for the organ. The Music Foundation has an appeal to allow funds to be given with tax deductibility. Explained reasons for accounting in this way, and what it might look like in a year's time. If we do not have the funds in total by the time it needs to be paid the Cathedral can call on a line of credit with Anglican Funds. Another question about the effect the organ project will have on the value of the Cathedral. The Treasurer explained what this might mean, noting the way the Cathedral is insured.

Question about Anglican Funds Loans: The Treasurer explained the current liabilities for what we need to pay in the next 12 months. He explained the loans and noted that the loan has reduced by \$36K in the past year. There were two loans – one for upgrade of Deanery and other was for important repairs to Cathedral Lodge, which is owned in trust by the Diocese for the Cathedral and is now occupied by the Diocese.

**Motion:** *"That the Annual Accounts 2017 be adopted."* **Kevin Stracey/Robert BIRKS CARRIED**

b. Presentation of Budget for 2018

The Treasurer spoke about the budget which was distributed at the meeting of Vestry. In reading this budget, essential to take a long-term view, as Cathedral Council did in adopting it on 15 November 2017 for Calendar Year for 2018.

- Over the last three years, surpluses have totalled \$109,000
- Over a ten-year period, income and expenditure have broadly tracked each other, with some years of surplus and some of deficit (presented in graphic form)
- Specifics of the budget are influenced heavily by the important work we are undertaking this year for the long-term benefit of the Cathedral.
- Income reduced because events cannot take place during the organ building work

- it is now how hoped that this is excessively conservative as the work schedule has been brought forward slightly
- Expenditure on Cathedral Conservation continues.
- Note that significant additional amounts will be funded “below the line”:
  - Restoration Fund, supported by a release of Bequest Funds authorised by Diocesan Council
  - Memorial Garden Fund to support landscaping around the access path.

### Questions

The proposed budget for 2018 has a projected shortfall of \$70K – question about how this may look in the future. Noted that budgets are done on an annual basis and ways in which shortfall may not occur. Another question was asked about whether Cathedral Council was being excessively cautious in its prediction of income. Noted that there will be 4 months of this year when there will be limited access to the Cathedral (only for Sunday Services, no weddings, concerts, Art Show) because of restoration of the organ. Since this budget Harrison and Harrison have indicated they expect the organ to be back earlier, which means many of the school Carol Services will be able to be held in the Cathedral.

**Motion:** *“That the Budget adopted by Cathedral Council for 2018 be received.”* **Kevin STRACEY/Larissa BAILEY CARRIED**

### Thanks

The Treasurer thanked the following people for their work, help and general support, especially:

- Kate Palmrose and Andrew Victorsen in the office;
- Clergy, wardens and all other members of Cathedral Council;
- The wonderfully meticulous collection counters, and Pauline Brooks for her work in the shop;
- The Conservation Committee, Janny Spilsbury-Schakel and Andrew Klenke
- His wife, Lizzie Dodd for making it possible and keeping him (relatively) sane. In doing so he stated the following: “I am astonished to think that this is my tenth vestry report as Treasurer, and as you will now have gathered, my last. As I’m sure I’ve mentioned before, I only got out of my last Church Treasurer job by emigrating: I hope becoming warden isn’t an even more drastic step! We are considering how best the Cathedral’s finances can be managed in future, and, of course, seeking a new Treasurer. I will be pleased to hear from anyone who thinks they may have something to offer in this capacity.”

A vote of thanks was expressed to Kevin Stracey for his remarkable work as Treasurer over the past decade. **Moved Diane NICHOLLS/Robert BIRKS CARRIED WITH ACCLAMATION**

Thanks to Stephen Mathews for his work as inaugural Chair of Finance Committee. The Dean has asked Jan Horsnell to assume the Chairmanship of the Finance Committee in future.

Thanks to Joe Thorp, as he finishes his term as Dean’s Warden, Michael Neale and Thom Morgan for their contributions as members of Cathedral Council.

C. Mann Judd be appointed as Auditors for 2018. Kathy TEAGUE

### 9. Reports:

- a. Dean presented his report at the morning services. He was thanked for his excellent report.

**Motion:** *that the Dean’s report be received.* **The Dean/Janny Spilsbury-Schakel CARRIED**

#### b. Between The Spires Annual Review

The Dean read over the report briefly and spoke to some of the important events and ministries in the life of the Cathedral. He noted our thanks to the Adelaide City Council for the flood lighting of the Cathedral and the positive impact this has had on the Cathedral.

**Motion:** *“That the reports as distributed to members of Vestry be received and those presenting them be thanked for their contribution.”* **Bill GOODES/Kym RAMSAY CARRIED**

c. Other reports

Cathedral 150:

➤ Organ Restoration

- Presentation: The Dean presented an update on the project, supported by Canon Jenny Wilson, David Heah and Don Donlan, who spoke about the work being done by Harrison and Harrison, including the reason pipes are available for purchase and an update on fundraising.

➤ Cathedral Conservation: Phase 1

- Presentation: Janny Spilsbury-Schakel, Andrew Klenke (Cathedral Architect): Spoke about the Memorial Garden access project, challenges with shallow tree roots, pipes, plan is to have it completed for Palm Sunday blessing next week. Also explained what the completed project will look like. Aim is to be completed by end of March, then will have down pipes cleaned. Slate for roof will arrive around Easter and scaffolding will go up – will take approximately 5 months. She explained the staging of the project. Diocese has agreed to pay up to \$450K, ACC are considering an application for grant to contribute to this.

Question about doing the northern side of the roof – plan is to look at this during the second half of 2019-20.

Question about fire suppression for organ loft and blower room – David Heah spoke to this, explaining that we have consulted organ builders, other sites with similar organs etc. Risk analysis has been completed, risks mitigated and outcome will be fit for service.

Andrew Klenke spoke to the background of the design of the casework, that it is based on the original Woods Bagot design, with some modifications. It will be slightly higher than the existing case and will accommodate the new pipe work. Will be made of European oak, stained to match the existing case work. As well as making the organ look complete, it will also be safer for the pipe work, which will be held in place. There is no intention to paint the pipes.

Question about replacement of pinnacles on the Lady Chapel – it is on the long term plan but not in the near future.

On behalf of Vestry, Robert Birks gave an expression of thanks to Dean Frank, Canon Jenny Wilson, Revd Dr Lynn Arnold, Revd Wendy Morecroft and Christine Nelson.

10. **CLOSE** The Dean closed the meeting, leading Vestry in the Grace, at 1:59pm