



# SAINT JOHN'S CATHEDRAL

## Vestry Minutes

February 14, 2016

**Attendees:** David Abbott, David Barr, Andrew Britton, Neil Burris, Jack Denman, Tamra d'Estrée, Suni Devitt, Leigh Grinstead, Tom Keyse, Mike McCall, Ned Rule, Jane Schumaker, Elizabeth Springer, Patrick Malloy, Liz Costello, Robert Hendrickson, Charles LaFond, Elizabeth-Marie Melchionna, Jadon Hartsuff, Kim McPherson, Stephen Tappe, Tara Watkins

**Absent:** none

**Guest:** Larry Kueter

**Call to Order:** 12:58 AM Larry Kueter

### Summary of Actions Taken and Consent Agenda Items:

- Approved the designation of the Senior Warden, the Treasurer, the Clerk, and the Chancellor as Saint John's Cathedral's officers.
- Approved the election of Jack Denman and Tamra d'Estrée as the Vestry Members of the Executive Committee.
- Approved the election of Mike McCall and Jane Schumaker as the Vestry Members of the Finance Committee.
- Approved the ratification of the appointment of Thomas Keyse as the Senior Warden.
- The Vestry expressed its thanks to Larry Kueter for his service as Senior Warden during 2014 and 2015.
- Approved the minutes of the December 14, 2015 Vestry meeting.
- Approved the minutes of the conference call Vestry meeting January 21, 2016 on the ground lease with Argonaut.
- The Vestry approved and signed the forms recommending Luke Challis and Therese Colburn for ordination to the diaconate.

### Action Items:

- Designation of Saint John's Cathedral officers: the Senior Warden, the Treasurer, the Clerk, and the Chancellor (Bob Bach of Bryan Cave); moved, seconded, unanimously approved
- Election of the Vestry Members of the Executive Committee: Jack Denman and Tamra d'Estrée; moved, seconded, unanimously approved
- Election of the Vestry Members of the Finance Committee: Mike McCall and Jane Schumaker; moved, seconded, unanimously approved
- Ratification of the appointment of Thomas Keyse as the Senior Warden; moved, seconded, unanimously approved



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- The Vestry expressed its thanks to Larry Kueter for his service as Senior Warden during 2014 and 2015.

## Consent Agenda:

- Approved the minutes of the December 14, 2015 Vestry meeting.
- Approved the minutes of the conference call Vestry meeting January 21, 2016 on the ground lease with Argonaut.

Temporary adjournment from 1:10 to 1:12 PM for the Clarkson Corporation meeting

**Reminder: we will have to replace Patrick Malloy on the Clarkson Corporation and other Cathedral positions when Fr. Malloy leaves at the end of June 2016.**

## Action Items resumed:

- **Junior Warden election:** deferred until the next Vestry meeting.
- **Recommendation for Ordination to the diaconate:** the Vestry approved and signed the forms recommending Luke Challis and Therese Colburn for ordination to the diaconate.

## Information

- **Financial Status Review:** Andrew Britton and Tara Watkins
  - The 2016 budget's projected deficit is \$750,000 bringing the total projected deficit by year-end 2016 to just under \$2 million.
  - Strategic Initiatives review: The specific groups charged with examining these areas and the time for their analysis and recommendations on reducing the deficit are:
    - Deferred maintenance needs for the Cathedral campus and planning for capital improvements—Buildings and Grounds, Finance Committee; complete by June 2016
    - The employee health insurance benefit structure: Personnel Committee and Finance Committee; complete report by June 2016
    - The Cathedral's staffing structure: the interim Dean, the Senior Warden, and the Personnel Committee; complete report by June 2016
    - Revenues: Finance Committee, Dean, Canon Steward; complete report by September 2016
    - The strategic matching of mission and resources: the interim Dean and Senior Warden are to appoint and lead a small group (to make recommendations to the whole Vestry and Senior staff).

The vestry spent approximately 1 hour on the budget issues. Andrew Britton stressed that Vestry would need to seriously consider each of these and any resulting hard decisions as we work to bring the deficit under control. Depending on the decisions, the budget will be impacted with these decisions made in June when Vestry must consider



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approval of spending authorization for second 6 months of the year. While a break even budget would be ideal for 2017, it is unrealistic to move so far so quick. Britton suggested one goal would be to reduce the annual budget loss to \$150k for 2017 (from the current \$750k in 2016) and then break even in 2018 and begin to address how to repay the borrowings on the line of credit.

- **Mission and Ministry review**
  1. What is the theological underpinning of these statements?
  2. What have been our historical mission and ministries?
  3. What are our core programs?
  4. What programs bring us joy?
  5. What programs will the congregation support?
  
- **Cathedral Profile:** the Vestry asked the Profile Committee to submit their draft profile prior to the March 14<sup>th</sup> Vestry meeting. Robert Hendrickson will coordinate this. While work remains to be done on the profile, that work related to the Vestry's work.
  
- **Review of Cathedral Programs:** the Chapter and senior staff were asked to help the Vestry understand what tasks they view as particularly important and which are candidates for reduction or elimination; a priority ranking is needed as not all assigned projects are of equal importance.

**Closing Prayer:** Fr. Patrick Malloy

**Adjourned:** 3:18 PM

Respectfully submitted,

David M. Abbott, Jr.  
Clerk to the Vestry