



SAINT JOHN'S CATHEDRAL

Vestry Meeting Minutes

May 15, 2017

Attendees: Jennifer Allen, Neil Burris, Leo Carosella, Amy Davis, Jack Denman, Kathleen DeMars, Suni Devitt, Leigh Grinstead, Mary Frances Kelley, Tom Keyse, Ned Rule, Elizabeth Springer, Michael Vente, Don Wood, Becky Beall-Moore, Evelyn Hornaday, Charles LaFond, Kim McPherson, Ron Pogue, John Putnam

Call-in: Jane Schumaker

Absent: David Barr, Seth Reese, Stephen Tappe

Call to Order: 6:05 PM

Ron led the vestry in the prayer of thanksgiving for the election of a dean. Tom led the group in a discussion on hospitality. The vestry members and staff shared their experiences of genuine hospitality in the world and ways they've experienced hospitality at Saint John's.

Action Items

2016 Audit (Mary Frances Kelley, Becky Beall-Moore)

- Becky said there was one final accounting item outstanding with the audit. That item is currently being resolved. Both Mary and Becky said there were no material concerns raised by the audit.

Updated Christian Formation Commission (CFC) Transition Plan (Jennifer Allen)

- Jennifer shared the goals of the transition plan. Approximately 150 families will be contacted by the CFC team to outline the transition plan and seek feedback on existing Christian education programs at Saint John's. Committees are being formed for children, youth, and adult programs. The CFC team is working towards having a Christian education fall program outlined for Father Lawson's review and input when he arrives in July. Jennifer reported that Father Lawson would like to teach the Catechumenate class in the fall.
- Jennifer discussed Father Lawson's charge of examining how we could "do less, better." CFC members Elizabeth Springer and Neil Burris described how an intentional focus on providing high quality programs rather than a broad menu of programs/events could ease the overload on existing staff and facility use while creating space for new initiatives from incoming clergy.
- Jennifer reported the CFC has been discussing the adult Christian formation schedule and they would like Vestry member input for how the "do less, better" model might be applied to the existing Wednesday/Sunday formation schedule. Vestry members discussed various ideas including changing days for certain programs or modifying programs to meet the needs of various age groups.
- The group agreed that maintaining programs on Wednesday was important. The idea that a weekly Cathedral dinner on Wednesday could anchor the Catechumenate and one additional class was discussed. The group also discussed the idea of matching topics on Sunday and Wednesday groups (introductory conversations on Sundays and deeper dives on Wednesdays). Charles said that choosing inspiring topics for classes was necessary in order to engage parishioners and visitors. Members also said that correctly messaging "do less, better" was needed because people are highly sensitive to the "do less" part.



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- John highlighted the need to incorporate the Wilderness community in Christian education plans. Charles and various vestry members said that the Wilderness has become an essential service on Sundays and those who attend the Wilderness need to be engaged in all these endeavors.

Vestry Retreat (Amy Davis)

- Amy outlined the upcoming vestry retreats. A vestry orientation for new members will be held on Tuesday, May 30th from 5:30pm to 7:00pm. A retreat for all vestry members will be held in the fall. Amy is aiming for September 8-9 (day before Saint John's Day). In terms of venue, Amy is looking at the YMCA at Snow Mountain Ranch. She outlined the costs of various options. Some members asked if other dates could be considered. Amy will continue to work on other possible dates that work for vestry members and venues.
- Amy briefly discussed the nominating process for new vestry members next year. The group agreed that the "middle class" of vestry members should lead the nominating committee. Leo encouraged the nominating committee to reach out to all those who have been nominated so that they are contacted.

Information

Interim Dean's Update (Ron Pogue)

- Ron provided an updated chart outlining the governance and mission of various ministries at Saint John's. He also provided draft charters for the various commissions. Vestry members provided their feedback and edits. Ron is meeting with staff and department heads for annual reviews. These reviews include a discussion on their position descriptions to make sure everything is updated before Father Lawson arrives.

Faith-In-Action (FIA) and Pastoral Care Commission Updates (Evelyn Hornaday and Michael Vente)

- Evelyn said that the FIA was deeply involved in how Saint John's can reach out into our community. The Commission will focus on the original purpose of the Commission and engage more deeply in outreach with Father Lawson.
- Michael provided a brief update on the Pastoral Care Commission. The Commission has met a few times and has identified the current initiatives involving pastoral care at Saint John's. The group wants to focus on building its capacity to take on other types of pastoral care activities and making sure that there is streamlined communication between the commission and clergy/staff on pastoral needs.

Cathedral Learning Garden Update (Elizabeth Springer)

- Elizabeth said construction of the Learning Garden will start tomorrow (May 16th). Initial construction should take 2 weeks. Total construction should be completed in a month or two.

Treasurer's/Cathedral Administrator's Report (including Finance and Investment Committee Updates and 2017 Budget Update) (Mary Frances Kelley, Becky Beall-Moore)

- Mary provided the treasurer's report to the vestry. She encouraged vestry members to look at year-to-date figures due to the accounting change to recognize prepaid pledges in the year for which they are intended to be spent. She also provided an update on the minerals interest committee which has been researching the mineral rights owned by Saint John's. The group has



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a great deal of knowledge in the field. The group is working on leasing all the properties in preparation of a possible sale.

- Regarding the budget, Noble Energy has updated their lease of mineral rights owned by Saint John's which will add \$120,000 to the budget. The budget will be updated to reflect the updated Noble lease and the final results of the challenge campaign. A letter will be sent out to the congregation informing them that the budget is now balanced with positive cash in every line item.

Personnel Committee Report (Tom Keyse)

- Tom presented an update for Jane. He said there was nothing significant to report from the personnel committee. Ron is conducting staff reviews with Saint John's staff.

Stewardship Update (Charles LaFond)

- Charles said that the draft documents for next year's campaign will be done this week. The congregation will start to receive materials in June. A third of the check-in/thank you calls to parishioners have been made and that process will continue. A major gift for the Saint Francis apartments will be made soon. The special events committee has finished their planning for the fall. Charles explained his retreat and vacation schedule in June.

Buildings & Grounds Committee Update (Suni Devitt)

- Suni explained that the necessary masonry work is largely done. Bids are being worked on for electrical and lighting upgrades. The stained glass in Dagwell Hall is being repaired. The committee will start to assess next steps for the Madison house once Evelyn leaves.
- Suni will be stepping down from leadership on the Building & Grounds committee. Don Wood will lead the committee starting at the end of May. The vestry approved this change.

Clergy/Staff Reports

- No additional clergy reports were provided beyond what was included in the vestry's meeting packet and what was previously discussed during the meeting.

Junior Warden's Report (Amy Davis)

- Amy provided a brief update on the All Parish Retreat. The team working on the retreat continues their work and registration should "go live" this week.

Senior Warden's Report (Tom Keyse)

- Tom deferred his report to the executive session agenda.

Consent Agenda

- Approved the minutes from April 17, 2017 Meeting
- Approved the minutes from April 17, 2017 Executive Session

Charles provided the closing prayer.

Adjourn to Executive Session: 8:42pm

The following action was taken during the Executive Session and thus is being reported:

Following discussion regarding increases to housing costs in the Denver market since the Clergy Housing Policy was adopted in November 2015, a motion was made, seconded and unanimously approved to

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allow an exception to the existing co-ownership limits that would allow the Cathedral to be a joint owner of Dean Lawson's primary residence for up to 49% of \$950,000 (i.e., \$465,500).