



SAINT JOHN'S CATHEDRAL

Vestry Meeting Minutes

October 16, 2017

Held at Saint John's Cathedral

Attendees: Neil Burris, Leo Carosella, Amy Davis, Jack Denman, Tom Keyse, Mary Frances Kelley, Elizabeth Springer, Michael Vente, Don Wood, Richard Lawson, Broderick Greer, Bonnie Spencer

Absent: Jennifer Allen, David Barr, Kathleen DeMars, Suni Devitt, Leigh Grinstead, Ned Rule, Jane Schumaker, Katie Pearson

Guests: David Ball

Call to Order: 6:15pm

Tom called the meeting to order. Dean Lawson led the group in an opening prayer. The group shared their opinions of the recent vestry retreat.

Summary of actions taken:

- Revised bank signature authorizations for new canons.
- Accepted Finance Committee's recommendation to reject Wartburg College's offer to extend the exiting Kimberly Apartments lease for three years on modified terms and to provide a counter offer the extend the lease through December 31, 2018 on current terms with no renewal option.
- Approved a motion to give Faith In Action the ability to fill their ranks to 12 (with a policy of term limits) and 2 vestry liaisons.
- Approved minutes from the September 18, 2017 Vestry Meeting
- Approved minutes from the September 18, 2017 Vestry Executive Session

Stewardship Report (David Ball)

David Ball provided the vestry with an update on the stewardship campaign. He provided vestry members with phone call lists to contact parishioners who have not yet made their pledge for the stewardship campaign. He explained that the lists include parishioners who have pledged in past years but have not made a pledge yet for this year. Tom thanked David for all the work that he and the stewardship commission have accomplished. He encouraged all vestry members to make their pledge as soon as possible.

David also gave the vestry an update on the current status of the stewardship campaign. He hoped that the new energy with a new dean and new clergy would help bolster the campaign and encourage pledging. However, he was cognizant of the non-profit landscape and the challenges associated with fundraising.

Elizabeth encouraged the use of more formal methods of communication with parishioners. Dean Lawson said that those methods would be used in the future and will be done again before the gala. Don asked if any analysis had been done on why parishioners don't pledge.



SAINT JOHN'S CATHEDRAL

David explained national analyses that show that reasons vary depending on the individual and their experiences with the church. He said that targeted giving for specific projects helped energize donors. Possible opportunities to communicate targeted gifts may be available in the future.

David said that plans for the stewardship gala were going to change. The gala may be held offsite with donated space. More details will be provided as David has more information. Currently the date is set for November 15th but that may also change based on availability of space.

Action Items

(a) Revised bank signature authorizations for new canons (Tom Keyse)

Tom explained the revision of signature authorizations to the bank accounts for the Cathedral to include Mother Katie and Father Broderick. Leo made a motion to make the changes. Amy seconded the motion. The motion passed.

(b) Wartburg lease proposal (Tom Keyse)

Tom explained the history of discussions, goals, and challenges with Wartburg College at the Kimberly property. Tom thanked Suni and Becky for all their efforts on this project. Tom informed the vestry that Wartburg did not exercise their option to renew their lease for 5 years at a market rate. Wartburg proposed a 3 year lease that did not require leasing of the clergy unit in the Kimberly. The Finance Committee did not support Wartburg's proposal and recommended that the Cathedral extended the current agreement until the end of 2018 at current rates. This would provide more time to allow both sides assess their next steps. Elizabeth and Leigh said that the clergy unit could be rented out when not being used.

Don said that a professional analysis needed to be done to assess the best possible future use for the property. Tom said that past analyses especially for Cathedral Square might be helpful but a newer analysis needed to be completed to reflect the changing Denver market.

Tom asked for a motion to accept the Finance Committee's recommendation to reject the Wartburg College offer and provide a counter offer to extend the current agreement through the end of 2018. Amy made the motion. Jack seconded the motion. The motion passed. Vestry members hoped a feasibility study on the property could be accomplished during the lease extension.

Discussion/Action

(a) Faith In Action (FIA) Proposed Procedure for Establishing Public Policy at Saint John's Cathedral (Bonnie Spencer)

Mother Bonnie said that Faith In Action (FIA) was an important group that helps the Cathedral live its mission in the community. She provided an overview of FIA, some history of the group, and some accomplishments of the group. Bonnie and Amy outlined the new proposal projects for new FIA initiatives. Neil and other vestry members had some concerns about proposals not coming before the vestry for approval especially in light of the new gift acceptance policy in



SAINT JOHN'S CATHEDRAL

January 2017. Mother Bonnie said she would share the FIA new proposal process with the vestry to help build trust between the vestry and FIA.

Dean Lawson asked if vestry members supported continuing FIA in some form. Members supported continuing FIA but still had many questions on how FIA would function. Elizabeth and Jack supported the work of FIA and thought that the vestry needed to support their efforts. Don expressed that FIA may need a budget allocation for their work but with that comes added trust and reporting to the vestry. Leo supported the mission of FIA but had some concerns about how the group has functioned in the last six months. Mother Bonnie said that FIA needed new members who might be able to help provide the group with new perspectives.

Tom had some concerns with approving a charter for the commission at this time but would support moving it to a permanent commission. He said a joint vestry-FIA taskforce may need to be established to finalize a charter because several vestry members had comments about the FIA charter. Tom asked for a motion to move FIA to a permanent status. Elizabeth made the motion. Neil seconded the motion. The motion passed. Tom also asked for a motion to give FIA the ability to fill their ranks to 12 (with a policy of term limits) and 2 vestry liaisons. Neil made the motion. Elizabeth seconded the motion. The motion passed. Tom asked vestry members to let him know if they would like to serve on the joint vestry-FIA taskforce. Bonnie encouraged the vestry to read and give feedback on the public policy proposal. Dean Lawson supported the policy and believed it would help inform the Cathedral's future actions in the community.

Information

(a) Dean's Report (Richard Lawson)

Dean Lawson said that interviews for the new Director of Christian Formation will begin soon. The position will be filled by early next year. He also informed the vestry that 6 new Godly Play instructors have been trained. Catechumenate on Wednesday evenings is going well and Dean Lawson is following up with all new visitors. About 90 people came to the recent Dream Together conference and Dean Lawson believed the conference was very productive.

(b) Other Clergy Reports

Father Broderick thanked the vestry for welcoming him to Saint John's. He looks forward to beginning his work at the Cathedral especially with the 20s and 30s ministry.

(c) Senior Warden's Report (Tom Keyse)

Tom said he has been in close communication with the Finance Committee and Becky regarding the preliminary work on next year's budget. He thanked Becky for all her work in this effort. Don said that a few large capital and maintenance projects will be coming before the vestry soon. Tom hoped that all groups make decisions to reflect the current budget realities. Tom hoped that all departments would be able to make decisions that both reflect the current budget realities and ensure that existing, core mission programs can continue to grow next year.



SAINT JOHN'S CATHEDRAL

(d) Junior Warden's Report (Amy Davis)

Amy said that the Nominating Committee for the new vestry class will start its work soon. She also said that the Grants Committee will begin to assess proposals soon. Applications are due by October 31st.

(e) Treasurer's Report (Mary Frances Kelley)

Mary Frances provided an update on the financials. The roof claim has been entirely paid. She informed the vestry that September pledges were down but non-pledges were up. She underscored the importance of getting non-pledge givers signed up with the Cathedral. More research will be done to look into the drop in pledges in September. Tom said that communications will be going out to provide parishioner with updates on their 2017 pledges.

Mary Frances said that expenses were 6% higher compared to Year to Date. She also said that Finance Committee worked on a conflict of interest policy for staff. She said she would share that policy via email to get vestry feedback. The Learning Garden piping will need to be replaced sometime in the future with PVC piping. That work will begin soon.

Regarding the Saint Francis apartments, there is a pledge shortfall for the furnishing of all apartments. Dean Lawson said that some funds collected during the installation of new clergy will go towards the shortfall. Mary Frances gave an update on the group assisting the Cathedral with potential mineral rights. She informed the vestry that no new mineral rights have been identified.

Leo gave an update on the sale of the Madison House. The house was listed for \$799,900 and is staged. An open house was held that attracted moderate interest. The property is now ready for showings.

(f) Other Commission/Committee Reports

Don said that some committees were taking action without involving maintenance staff. He encouraged all committees to loop in staff responsible for facilities or maintenance for all projects.

Consent Agenda

- Approved minutes from the September 18, 2017 Vestry Meeting
- Approved minutes from the September 18, 2017 Vestry Executive Session

Check-Out and Closing Prayer

Tom was thankful that the Cathedral now has permanent staff in place. He hoped that this would provide more structure and better routines for all procedures.

Mother Bonnie offered the closing prayer.

Adjourn: 9:13 pm