



SAINT JOHN'S CATHEDRAL

Vestry Meeting Minutes

April 30, 2018

Held at Saint John's Cathedral

Attendees: Jennifer Allen, Tom Barbour, David Barr, Neil Burris, Leo Carosella, Amy Davis, Kathleen DeMars, Jack Denman, Leigh Grinstead, Bryant Harris, Tom Keyse, Elizabeth Springer, David Rote, Michael Vente, Mark Wherry, Don Wood, Becky Beall-Moore, Richard Lawson, Broderick Greer, Katie Pearson

Absent: None

Call to Order: 6:04pm

Tom Keyse called the meeting to order. Richard opened the meeting with a prayer. The Vestry members shared events they are celebrating with their friends and families.

Summary of action taken:

- Revised Faith In Action Advocacy Policy
- Tabled proposed amended Gift Acceptance Policy
- Approved of Minutes from March 19, 2018 Vestry Meeting

Action Items

Consider proposed revisions to Faith In Action Advocacy Policy (Richard Lawson)

Richard explained a revision to the Faith In Action (FIA) Advocacy Policy which would allow FIA to collect signatures for causes and ballot initiatives from parishioners. Richard outlined various rules around the collection of signatures and necessary communications that will go out to announce the collection of signatures by FIA. He stressed that any signatures collected cannot speak for the whole Cathedral. He also hoped that the initiatives would have bipartisan support. Tom asked for a motion to approve the policy as revised. Leigh made the motion. Amy seconded the motion. The motion passed.

Richard Lawson Mutual Ministry Review

Richard outlined the role of a mutual ministry review and hoped the feedback would inform goals for the upcoming year. He provided a draft template that was used at Grace-St. Luke's in Memphis, TN. He requested that Vestry members answer the questions within the next two weeks and send the completed forms to Michael Vente and Michelle Vieira. The results would be gathered and discussed at the May Vestry meeting. Kathleen asked about potential items that the review may identify which need attention. Richard said an example of a possible item may be the need for healthy boundaries for clergy.



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Consider Nominating Committee instructions (Leo Carosella/Amy Davis)

Leo outlined the process of finding new members for the next Vestry class as well as delegates for the diocesan convention this fall. A group has been formed to identify how many positions need to be filled. Tom Keyse said that Michelle Vieira should have a list of all committees that need to be filled. Amy said she would share the information she had on deadlines and logistics.

Consider Amended Gift Acceptance Policy (Neil Burris)

Neil outlined the amendment to the Gift Acceptance Policy. He said the amendment would outline how to handle gifts to be displayed or attached to the Cathedral. The verbiage was added to address specific needs related to Arts and Architecture. Neil and David Rote said that they hoped that the new policy would help inform how gifts are accepted or rejected from parishioners.

Leigh had some concerns about the process of maintaining records related to gifts. Becky and Neil provided some clarification but Leigh had additional concerns. Leigh will continue to work with Becky, Neil, and the Finance Committee on potential changes. The item was tabled until next month.

Discussion

Kimberly/RFI Visioning and Update (Don Wood/Tom Barbour)

Don shared an update on the work done related to the Request for Information (RFI) on the Kimberly property including other Cathedral North property. He outlined lost revenue from the potential loss of the Kimberly. Don recommended that the Vestry provide guidelines to the Finance Committee as they prioritize the results of the RFI process. He hoped those parameters would focus the Finance Committee's work on proposals that matched the Vestry's vision for the property.

Leo and Elizabeth said that they believed the Finance Committee included members with diverse perspectives and Vestry representation in order to make those decisions. Don said that the parameters could be general goals such as a need for the property to generate revenue rather than specific ideas such as parking garages versus retail space. He also said city involvement would be very important due to zoning restrictions and possible city proposals for the property. Tom Barbour was open to providing the Finance Committee with parameters for potential projects but he also believed that the talent currently on the Finance Committee would be able to provide insights to the Vestry. Don hoped that the process for going through RFIs could be codified and that Vestry input would be captured and shared with the Finance Committee.

Amy proposed that the Vestry discuss vision and priorities for the property during the May Vestry meeting and possibly set parameters in June. Tom Keyse said that the Vestry needed additional information and resources in order to inform those discussions. Richard said it was very important to communicate to the entire parish the range of options available and why the Vestry chose a specific redevelopment project over another. Richard said the six point checklist



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being put together by Diane Barrett would help inform this conversation. Tom Keyse said that the six point checklist would be shared with the entire Vestry in the May Vestry packet.

Information

DFA and Treasurer's Reports (Becky Beall-Moore/Tom Barbour)

Tom Barbour provided a quick overview of the finances for the Cathedral along with a brief overview of the current actuals to budget. He said that revenue was trending ahead of schedule. He said that the three areas of focus for the Finance Committee are the future of the Kimberly property, the stewardship campaign, and mineral properties. Tom said that he wanted to push the Finance Committee and the Vestry to consider creative ways to raise revenue. Regarding expenditures, critical projects (such as the abatement going on at the Cathedral) will necessitate funds and administrative bandwidth. Don asked when the FY 2019-2020 budget process will start. Richard said that the process will likely start at the end of the summer.

Major Projects/Abatement Update (Becky Beall-Moore)

Becky outlined the current projects underway. She said that the addition of glass panels in the narthex was completed and the feedback on the project was extremely positive. The elevator is still being worked on but would be completed in May.

Becky said that phase 1 of the asbestos abatement was almost completed. Parish building phase 2 will be completed by May 11th. Additional work (including the youth room, Kim's old office, 3rd floor kitchen, and other spaces) will begin in May. All those spaces need to be cleared for work to begin. Work on the 2nd floor of the Roberts building will not start until the music basement project is completed.

Becky also outlined progress and plans for various interconnecting projects around the Cathedral. She also said that the scope of work for the music basement project will be completed soon. There is a concern that water from the garths may be getting into the basement. Becky said that the funds for these projects are coming from the \$2 million endowment draw. Approximately \$800,000 remained for more projects.

Jack was extremely grateful for all Becky's work on these various projects. Kathleen asked if the hearing loop re-installation was close to completion. Richard said that the bids for the project will come in very soon and the cost will not be too high. Amy mentioned that more attention was needed on the quality of the sound in the back of the Cathedral.

Dean's Report (Richard Lawson)

Richard provided a brief update on the bishop search. Strong candidates have been identified and the search committee continues their work. The final candidates will be presented at the diocesan convention this fall. Richard said that David Ball will chair stewardship again this year. He was pleased that David will provide continuity from last year's campaign to this year's campaign. Richard also said that he will meet with the Personnel Committee in May regarding administrative and financial reorganization. He will share some ideas during next month's Vestry meeting. John Putnam will be leaving Saint John's soon. Richard said that Christina Penn



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Rutland has been hired for the open position. She will start work on June 10th. Christina will be able to help and attend Cathedral camp. Richard will be the chaplain for camp. Richard said that Love Denver Day went very well. He thanked Susan Chenier for her efforts and said the event could grow next year.

Other Clergy Reports (Katie Pearson/Broderick Greer)

Katie said that a group meets at Saint John's regularly which includes Bert Womack and other retired bishops and clergy. She said that the group thanked Saint John's for its hospitality. Katie said that the Care Advisory Board continues to meet to assist her with questions/concerns about complex parishioner needs which fall outside of pastoral care. Anyone needing help from this group can email at careadvisor@sjcathedral.org. The group is also working to organize a fair on final affairs planning. Katie hoped the group could share their work at diocesan convention. Katie said that almost 25 new Eucharistic Visitors have been trained. The Share the Care group is organizing meals for parishioners. Katie shared many of the projects that Tina is organizing for the youth. Katie continues to work with Seth on the Website Committee and various updates to communications material. Katie also shared that she is meeting with parishioners who are in the discernment process.

Broderick said the 20s and 30s skate night will be on Friday, May 4th. Mile High Theology continues but will break over the summer. Liturgically, Broderick said that the Cathedral will host the closing ceremony for the American Friends of the Episcopal Church of the Sudans on May 6th. Broderick also gave an overview of other liturgical events including a Pride theme Wilderness coinciding with Denver Pridefest. The Wilderness will also hold a joint service with House for All Sinners and Saints on June 17th. Broderick also said that Asher O'Callaghan, the first transgender ELCA pastor, will preside over the Wilderness service on June 24th.

Broderick said that the music director search committee was being formed and the profile for that position was still being finalized. The committee will start meeting in July. He also shared that the planning process for baptisms, weddings, and funerals will be run by Ian going forward.

Senior Warden's Report (Tom Keyse)

Tom Keyse did not have anything additional to report.

Junior Warden's Report (Amy Davis)

Amy did not have anything additional to report.

Mineral Rights Sale Update (Tom Barbour)

Tom Barbour continues to work with consultants on the potential sale of mineral rights owned by the Cathedral. He said he would work with Becky on getting historical information on these rights and royalties received by the Cathedral. He also outlined various title and due diligence work being done on the properties potentially owned by the Cathedral.

Other Commission/Committee Reports (Michael Vente)



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Michael discussed the upcoming Cathedral involvement in Denver Pridefest and Saint John's Day this summer. Michael has worked with David O'Rourke at St. Aiden's in Boulder and Bill Oliver with Integrity Colorado to plan for this year's events including the Pride parade and booth at Pride. David and Bill will be managing the booth showcasing welcoming Episcopal and Lutheran parishes. Michael will be organizing the parade group. The group will march under the Saint John's banner but other parishes are welcome to join the Saint John's group.

Michael also discussed this year's Saint John's Day. He said that the ministry fair along with breakfast tacos went well last year and hoped a similar format could be used this year. Planning for this year's Saint John's Day will begin in the summer.

Consent Agenda

- Approval of Minutes from March 19, 2018 Vestry Meeting

The consent agenda was approved.

Check-Out

Kathleen and Jennifer said that over 65 individuals attended this spring's women's retreat. The group wanted to continue to meet monthly and build community. Richard said that at least 50 men expressed interest forming a men's group at the Cathedral. He will continue to meet with interested individuals to think about programming and the group will likely meet again in the fall.

Broderick provided the closing prayer.

Adjourn: 8:46pm