



Vestry Meeting Minutes

August 20, 2018

Held at Saint John's Cathedral

Attendees: Tom Barbour, Leo Carosella, Jack Denman, Leigh Grinstead, Bryant Harris, Tom Keyse, Elizabeth Springer, David Rote, Michael Vente, Mark Wherry, Don Wood, Richard Lawson, Katie Pearson, Broderick Greer, Audrey Chapman

Absent: Jennifer Allen, David Barr, Neil Burris, Kathleen DeMars, Amy Davis

Guests: Steve Barrett, Jay Swope, Chuck Thompson

Call to Order: 6:09pm

Richard provided the opening prayer. Vestry members shared what they did over the summer.

Summary of action taken:

- Approved minutes from June 18, 2018 Vestry Meeting
- Approved minutes from July 16, 2018 Executive Committee Meeting
- Approved additions to the Grants Committee

Summer Facilities Projects Update (Richard Lawson and Steve Barrett)

Richard introduced Steve Barrett and Steve provided an update on several facilities projects that are ongoing at the Cathedral. He provided additional details on the work needed on the garths and the music basement. Steve said he will continue to work with Don Wood and Jack Denman on these projects. Richard said that a great deal of progress has been made on these projects. The timelines and scopes of work on the projects still need to be set.

Presentation regarding Cathedral Ridge (Jay Swope and Chuck Thompson)

Tom Keyse introduced Jay Swope and Chuck Thompson to the Vestry. Jay and Chuck provided an overview of the history of Cathedral Ridge and the Cathedral's involvement in the property. Jay shared history of the work that Bishop O'Neill has had on Cathedral Ridge and the findings/goals of the initial taskforce on the project. Jay and Chuck also provided an overview of the findings from consultants hired to assess the administration and income/expenses at Cathedral Ridge.

Jay said that the current administrator of Cathedral Ridge has a great deal of experience in conference center operations and fundraising. He also said that new fundraising staff at the diocese will be helpful. Jay said that a great deal of work on construction and repairs has already begun at Cathedral Ridge using what has already been raised. With leadership transitions complete and the retirement of Bishop O'Neill, Jay and Chuck thought this might be



a good opportunity to revisit the Cathedral's involvement in the capital campaign for Cathedral Ridge.

Leo asked how often Cathedral Ridge was used. Jay said that almost all weekends are already booked. Mid-week use could be more developed and adding additional bookings for mid-week will be the focus of the new administrator.

Tom thanked Jay and Chuck for their presentation and providing the Vestry with additional opportunities to potentially support the mission of Cathedral Ridge. Tom said that a great deal has changed at the Cathedral since 2016 and the Vestry may have a conversation about potentially contributing to the campaign. Tom said that conversations will continue in September and October. Richard said that Cathedral Ridge provides a special place for intentional conversations. He also said that potential contribution to Cathedral Ridge would be an important way of honoring the work of Bishop O'Neill.

Discussion

Richard Lawson Mutual ministry Review (Tom Keyse/Richard Lawson)

Tom Keyse and Richard walked the Vestry through the Mutual Ministry review question sent out to all Vestry members. Questions included:

- What was a highlight of the parish's mission in the last twelve months?
- Do you have any feedback or observations regarding how the dean has called and guided the cathedral's staff?
- Do you have any observations or thanksgivings regarding how Sundays (the services, coffee hours, and formation hour) and Cathedral Night are going?
- How effective is the vestry in fulfilling its canonical responsibilities (finances, property) or in its more informal responsibilities (strategic thinking, wisdom, sense of humor, etc.)?
- Is there any need for improvement in some part of the relationship between vestry and dean or any unrealistic expectation that needs to be let go of?
- Looking ahead in the coming year or two, what is your hope or dream for Saint John's?

Tom shared the responses from the Vestry members to find overlap in assessments from the Vestry members. Responses were largely positive. Richard appreciated the feedback and said it will help inform decisions over the course of the next year.

RFI Status (Tom Keyse)

Tom Keyse provided a brief update on the Request for Information (RFI) on potential development of Cathedral Square North. He said that the deadline for responses to the RFI was extended. Written proposals will be received and reviewed by the Finance Committee and the Vestry. Tom explained that the students at Wartburg are in the process of moving out and



relocating to their new home at Johnson and Wales. Don and Steve will assess what needs to be done at the Kimberly apartment to see if they can be rented out in interim. Tom said the Vestry would talk more about response during the September meeting.

Information

DO and Treasurer's Reports (Audrey Chapman)

Audrey provided an overview of the financials for the last month. She said that pledges and non-pledged giving was on track. She also provided an overview of recent lightning damage at the Cathedral and the insurance claims associated with repairs. Richard said that staff handled all repairs very quickly. Mark asked if the property was properly grounded. Audrey and Richard said that Steve will be working to ensure that the building is grounded where needed.

Audrey and Tom Barbour provided a brief overview of potential unrealized gains from Cathedral accounts for the past 4 years. Audrey said she was working with the auditors with this extremely complex question.

Major Projects/Abatement Update (Audrey Chapman)

Audrey provided an update on major construction projects including handicap ramps around sidewalks by Saint Martin's Chapel and the Welcome Center. She said that the new hearing loop will be done by the end of August. Wood floor work was completed in Dagwell Hall. Tom added that work needed in the music basement will hopefully be done by Spring 2019.

Don asked for an update on the software transition from Razor's Edge to ACS. Audrey said that the ACS transition is going well. She felt the system was more functional for use by a church. Richard said the new system will help with the new stewardship campaign which will involve pictures of those who pledge and new ways to give through the use of new technology.

Mineral Rights Sale Update (Tom Barbour)

Tom Barbour provided a brief update on one set of potential mineral rights owned by the Cathedral. He said the process was quiet at the moment and ownership of those rights by the Cathedral was unlikely.

Dean's Report (Richard Lawson)

Richard said he was working with the Grants Committee, Finance Committee, and Faith In Action (FIA) to find ways for the Cathedral to give more to the wider community. He will have more updates in the fall.



Other Clergy Reports (Katie Pearson, Broderick Greer)

Katie provided an overview of the various Share the Care ministries designed to provide more pastoral care to parishioners at the Cathedral including:

- Eucharistic Visitors
- Pastoral visitors
- Meal team
- Stargazers
- Cards and letters team
- Care advisory board
- Daughters of the King
- Healing and wholeness group

Katie will be organizing a group where any volunteer in these ministries can come and share their experiences and ask for advice.

Katie also said that discernment committees are up and running for those in discernment at Saint John's.

Broderick said that noon day prayer was being discontinued and shifted to evening prayer. He said that readers and officiants are still needed for those services. Anyone interested should see Broderick or Ian for more details. A lector and reader training will be held in mid-October. Broderick also gave an update on events for various groups including 20s and 30s Sunday brunches and Mile High Theology. A birthday party at Saint Francis for residents who've had birthdays will be held soon

Broderick said that the process for selecting a new music director was planned out including those who will serve on the search committee. Broderick is also working to plan for the diocesan convention hosted by the Cathedral in October.

Senior Warden's Report (Tom Keyse)

Tom provided additional details on the music director search. He said the committee will be modeled after the dean's search committee.

Junior Warden's Report (Tom Keyse)

Amy was not present but Tom provided an update. He said that the Grants Committee will be adding new members soon. New members include:

- Carolyn Daniels
- Anna Wadsworth
- Perry Beaton
- Ilana Polly



SAINT JOHN'S CATHEDRAL

"To know Christ and make Christ known"

VESTRY MINUTES

Tom asked for a motion from the Vestry to accept the nominations of these new members to the Grants Committee. Leigh made the motion. Jack seconded the motion. The motion passed.

Nominating Committee Update (Leo Carosella)

Leo said that the committee was off to a good start with identifying convention candidates for the Cathedral. The committee will be working on nominations for the next Vestry class.

Consent Agenda

- Approved minutes from June 18, 2018 Vestry Meeting
- Approved minutes from July 16, 2018 Executive Committee Meeting

Adjourn: 9:15pm

Broderick provided the closing prayer.