



## Vestry Minutes

January 9, 2017

**Attendees:** Andrew Britton (by phone), Neil Burris, Amy Davis, Tamra d'Estrée (by phone), Suni Devitt, Leigh Grinstead, Mary Frances Kelly, Tom Keyse, Mike McCall, Ned Rule, Jane Schumaker, Ron Pogue, Evelyn Hornaday, Charles LaFond, Becky Bell Moore, Kim McPherson

**Absent:** David Abbott, David Barr, Jack Denman, Elizabeth Springer, Seth Reese, Stephen Tappe

**Guests:** Hospitality Committee: Brad Case and Sandy Mazarakis, and from the  
Interview Committee: Michael Vente  
Diocesan Canon Missioner: Lou Blanchard and Ann Fleming, who is taking Lou Blanchard's place

**Call to Order:** 6:10 PM, Ron Pogue led the opening prayers.

**Check-in:** brief reflections

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

- Approved a motion to allow voting for the Vestry and Wardens by electronic voting or mailed-in ballots.
- Approval of Minutes from December 5, 2016 Vestry Meeting
- Approval of Minutes from December 12, 2016 Vestry Meeting
- Approval of Minutes from December 12, 2016 Vestry's Executive Session Meeting

### Stewardship Challenge Grant—2017 Budget Update: Ron Pogue, Charles LaFond, and Becky Beall-Moore

- Charles provided a SWOT analysis at the last meeting.
- The challenge gift was launched the week before Christmas that raised \$140,000 in 24 hours. There is \$141,000 left to raise. That will allow us to surpass the \$1.4 million goal.
- The Cathedral received a \$40,000 gift to endow the care of the organ. There is another family that will bring another \$40,000 to endow the organ.
- \$1,550,000 will be raised—a 50% increase in three years, plus gifts for St. Francis apartments, the Organ, and the microphones projects
- The strategic plan is developed for planned giving thanks to Sandy Mazarakis
- At the December Vestry meeting the budget had a deficit. In the 4<sup>th</sup> draft the gap was \$353,000. When the challenge grant is reached, the budget will be balanced.
- Thanks to Ron, Charles, Becky and everyone on the Vestry

### Dean Search Update/Interview Materials, Training, Procedures, Dates: Tom Keyse

- Background was shared on how the interview committee did its work. They did 12 Skype interviews. They grouped questions in like themes. They had members on the Committee that focused on particular themes.
- What do we still need to ask that the Search Committee hasn't asked? What pops out?
- The logistics of those visits—they are on site for two or three days. These visits are confidential. They can meet the staff but they don't interview them. The intention is to see how the chemistry is. Candidates want to see the town, where they'd live, what they might look at. If they have kids, what kind of needs they'd have. It is a two-way discernment.
- Site visits should include a formal interview with the Vestry. Some social events in twos and threes, breakfasts, lunches, a dinner. Time with the bishop as well. They can do a service just for



"To know Christ and make Christ known"

us. They need some time on their own to spend time to think and pray and digest as well to ask questions of us.

- Once we receive the information on the candidates from the interview committee, we should be in prayer daily and think about the families and their resumes and jot down questions or thoughts.
- Think about what area each one of us might be interested in.
- We might have a sub-committee to then create questions.
- Sandy Mazarakis and Brad Case will need to work closely with Vestry to develop the agendas for these visits and get these set up.
- Lou Blanchard and/or Ann Fleming will be invited back to do an orientation.
- When the time comes to have the meeting to elect our new Dean, it is important to have all of our questions answered—so come ready to elect. This isn't a majority wins. If there is not a consensus, then we haven't discerned.

**Debt Repayment and Buildings & Grounds Maintenance and Repairs:** Tom Keyse, Mary Frances Kelley, Andrew Britton; vote deferred to January 17.

- The three motions were made and approved on December 12<sup>th</sup>, notice was given to the Finance and Investment Committees and Tom Keyse gave an update to the congregation. Feedback was received, primarily from the Investment Committee on the 3<sup>rd</sup> motion. They feel the reduction in the draw percentage should be a goal rather than an obligation. Finance had similar concerns. Congregational feedback was overwhelmingly supportive but also included concerns that (1) the special draws would stunt future giving because they give the impression that we can use endowment funds any time we need them and we don't need increased pledging, and (2) the decision should wait for a new dean's input since the special draws will decrease the amount of future annual endowment draws to support operations. All of this feedback was discussed as well as feedback from potential dean candidates supporting the motions and expressing appreciation that decisions are being made now to change the culture of giving.
- Mary Frances has talked with many people about raising money in many ways and there will be options in the future—but the motions currently on the table are realistic for where we are now.
- The Bishop has been brought up to speed with these motions and the Dean search. He feels strongly that no congregation should have a line of credit without his permission. There are conflicting canons. Ultimately, we would like to get rid of the line of credit but that's down the road—maybe January of 2018.
- Andrew was asked if he would accept the recommended changes to 3B and C. He agreed to the change to 3C that moves the effective date up to 2018. A motion to approve this change was made and seconded.
- As several Vestry members were absent or not physically present for the meeting, the second vote on the amended motions was deferred to the Vestry's next meeting on January 17, 2017.

**Gift Acceptance Policy:** Neil Burris, Mary Frances Kelley

- A motion was made and seconded to accept the gift acceptance policy with amendments. However, the vote was deferred January 17.

**Vestry/Wardens Election:** Tom Keyse

- Section 3.7 of the Cathedral Bylaws permits voting electronically or by mail. Electronic voting has been done before. A motion to allow voting for the Vestry and Wardens by electronic voting or mailed-in ballots was made, seconded, and approved unanimously.



## **Vestry Meeting Dates and Meals:** Tom Keyse

- To be consistent with budget cuts, we will not order food for future meetings. Charles could provide soup and bread—Neil will make soup, Leigh bring bread February 20<sup>th</sup>. Different Vestry members rotate the preparation of the meal or pick up. Brown bag January 17<sup>th</sup>

## **Information**

- Interim Dean's Update: Ron Pogue checked in with Patrick Malloy, who wanted us to know that Jadon is doing really, really well. He described the Ministry for the Poor cards.
- Outreach Report: Evelyn Hornaday will have a full report next month. The response has been very positive.
- Personnel Committee Report: Jane Schumaker reported that the Employee Handbook is done but there was no Personnel Committee meeting in December. The Personnel Committee will meet the 4<sup>th</sup> Monday of the month now
- Treasurer's/Cathedral Administrator's Report: Mary Frances Kelley and Becky Beall-Moore reported that balancing the budget is the real challenge and we've done what we can to date. Becky hopes to do a dashboard update in January and would like feedback. There are still a lot of year end entries to be made. We won't be balanced for 2016 but we won't have a \$800,000 deficit as projected.

## **Buildings & Grounds Committee Update:** Suni Devitt reported:

- Roof is coming along. The Roberts building substrate is trying to get solved. The Cathedral roof is done and the flat roof is done too.
- They are meeting with an elevator consultant tomorrow to decide if they will work with a consultant going forward.
- LED report is in.
- Construction and structural engineering reports are in on the elevator shaft and the bell tower.
- Madison roof is done—the City Inspector needs to sign off on it.
- Judy Allison is getting an RFP on lighting and will talk about exterior lighting for life safety issues.

## **Clergy/Staff Reports**

- Kim McPherson—two Wednesday nights, two small group experiences and small group launches and piggy backing with inviting someone. Starting first Mondays, she will set out candles, art meditation, journaling, a labyrinth, and finish the evening with compline. Kim met today with the Diocese and to make sure that SJC youth can keep working with the Cathedral Camp as staff.
- Stephen Tappe has the ability to have the choir in two places (choir and balcony) and they will experiment with different arrangements during services.

## **Consent Agenda**

- Approval of Minutes from December 5, 2016 Vestry Meeting
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A brief Check-Out followed. Thanks were shared for demonstrating leadership and faith.

**Adjourn:** 8:49 PM