



Vestry Executive Committee Meeting Minutes

July 13, 2017

Held via conference call

Attendees: Tom Keyse, Amy Davis, Ned Rule, Leigh Grinstead

Guests: Mary Frances Kelley, Michael Vente, Becky Beall-Moore

Call to Order: 2:39 PM

Tom called the executive committee meeting to order and led the members in prayer.

Summary of Actions Taken:

- Approval of revised bank signature resolutions
- Approval of Diocesan Convention delegates

Action Items:

Senior Warden updates (Tom Keyse)

Tom updated the committee on Ron and Gay's departure and their travels to Texas. He said that the lease for their apartment will soon end and excess furniture will be donated to the Episcopal Service Corps.

Father Richard Lawson and his family will be back in town soon. The estimates for updates to the Lawsons' home have not been received yet. The contracts for projects may be taken up during the August vestry meeting but the Executive Committee may meet again to take action if a project is a pressing issue or outside of costs authorized by the vestry during its June meeting. Tom said that Father Lawson will be unpacking on Saturday and Sunday will start at Saint John's on Monday (July 17th)

This Sunday (July 16th) will be Charles' last Sunday. Charles is very excited for this new opportunity. Tom had a conversation with David Ball (Chair of the Stewardship Commission). David will press forward with stewardship campaign plan but he will have limited hours available to take ownership of the entire project. David will be meeting with Seth, Tom, and Richard regarding the plan's roll-out.

Revised Bank Signature Resolutions (Becky Beall-Moore)

Becky explained the process of removing Ron, Evelyn, and Charles off various Saint John's bank accounts. She also explained the process of adding Richard and herself to the accounts, as applicable. No temporary employees have been added to the accounts. New clergy and/or staff will go through a process that requires vestry approval to be added to the accounts.

Leigh made a motion to remove Ron, Evelyn, and Charles from the accounts and add Richard and Becky. Amy seconded the motion. The motion was approved.

Diocesan Convention Delegates (Amy Davis)



Amy provided the committee with a list of delegates for the Diocesan Convention in October. The delegates are Tom Keyse, Tim DeMars, Pamela Kniss, Linda Paysinger, Michael Vente, Pricilla Shand, and Abby Humphrey. Susan Chenier and Marilyn Stranske are proposed alternates. Amy made a motion to accept the nomination of these 7 parishioners as delegates as well as the proposed alternates. Leigh seconded the motion. The motion was approved.

Information:

Capital Projects Update (Becky Beall-Moore)

Becky outlined some of the initial work being done on the capital projects. Lead and asbestos testing was conducted as part of that process. She said that some spots showed moderately elevated levels of lead. Jack Denman is helping lead this testing effort to connect the Cathedral with companies that work with larger commercial projects related to abatement. Don Wood provided his expertise as well. New tests will assess certain areas to see if encasing the entire site can be avoided. Results from additional tests may be available next week which will then inform next steps. The target process will not be as expensive if the results are promising.

Insurance Renewal Update (Becky Beall-Moore/Mary Frances Kelley)

Becky explained that the insurance renewal for the Cathedral is due on August 1st. Preliminary numbers show that it will cost \$151,000 to fully insure the Cathedral. She said that 5 months of potential insurance increases were prorated into the budget. She also explained the process of reinsurance for larger churches which could lead to a savings for the Cathedral with a premium of \$121,000. She planned to commission an independent party to accurately measure square footage of the Cathedral since square footage drives the premium costs. The assessment will not occur until August. She planned to renew the insurance policy but also planned to inform the insurance company of the square footage assessment which could alter the premium.

Becky also explained the insurance holdback recently received by the Cathedral for the roof replacement. She was not sure if Saint John's was owed that much in extra funds. She was hoping to confirm that amount in the next few weeks. Mary Frances and Becky felt that any extra funds (such as reduction in insurance premium) should be kept as available funds and not used on other projects.

Wartburg Update (Tom Keyse)

Tom convened a group of parishioners with historical connections to development of Cathedral Square North. This group included Tom Stoeber, Larry Kueter, Sally Brown, Suni Devitt, Don Wood, and Becky Beall-Moore. This group discussed the history of the lease with Wartburg College at The Kimberly as well as the details of a possible renewal of the lease. Tom said that the lease with Wartburg College is up for renewal in 2018 (this is the end of their 5 year lease). The group discussed the original intended use of this asset as well as potential maintenance. The group plus Father Richard Lawson will meet in August with Wartburg representatives. Tom hoped several issues could be discussed including the inclusion of the Wartburg College students in the life of the Cathedral. He will bring more details to the vestry at its August vestry meeting.



Consent Agenda:

Approval of Minutes from June 22, 2017 Vestry Executive Committee Meeting

Tom asked for comments on the minutes of the June 22nd Vestry Executive Committee meeting and asked to delay approval until the full vestry meeting in August. Any comments should be directed to Tom and Michael.

Adjourn to Executive Session: 3:06 PM

Summary of Actions Taken during Executive Session:

- Approval of the housing allowance for Father Lawson
- Approval of the letter of agreement with Bonnie Spencer
- Establishment of a committee consisting of Executive Committee members plus several others regarding the call of a new Canon.