



Vestry Meeting Minutes

June 24, 2019

Held at Saint John's Cathedral

Attendees: Tom Keyse, Amy Davis, Tom Barbour, Jennifer Allen, Jack Denman, Elizabeth Drummond, Bill Finch, Leigh Grinstead, Bryant Harris, Meg Parish, David Rote, Mark Wherry, Don Wood, Richard Lawson, Broderick Greer, Katie Pearson, Audrey Chapman, Michael Vente

Absent: Kathleen De Mars, Leo Carosella

Call to Order: 6:04pm

Summary of actions taken:

- Approved the Cathedral's audited financial statements for 2018
- Approved the Finance Committee's surplus policy recommendation
- Approved the Finance Committee's mineral lease revenues recommendation
- Approved minutes from the April 29, 2019 and May 20, 2019 Vestry meeting

Action

Auditor's Presentation of the 2018 Audit (Jill Korenek with JDS Accountants and Chuck Thompson)

Jill Korenek provided the Vestry with an auditor's report for the Cathedral. No errors, fraud, or non-compliance was found. She noted that Cathedral management was cooperative in the process. She provided a high-level overview of several sections of the audit and explained some of comments from the auditors. The Vestry thanked Jill and JDS Accountants for their work on the audit.

Chuck Thompson from the Audit Committee presented the Vestry with a report from the committee on the audit. He said the process was much smoother compared to prior years. JDS Accountants has provided an audit of the Cathedral's financials for the past three years and Chuck believed the firm has learned the Cathedral's practices more each year providing for easier conversations and reports. He commended the Vestry on the decrease in expenses in the past year. He said the Audit Committee believed the audit was in good shape and commended the staff for all their work. The Vestry thanked Chuck for all the Audit Committee's work. Tom Keyse asked for a motion to approve the Cathedral's audited financial statements for 2018. Amy made the motion. Jack seconded the motion. The motion was approved.

Finance Committee Surplus Policy Recommendation (Tom Barbour)

Tom Barbour provided an overview of the Finance Committee's recommendation on a policy regarding budget surpluses. The policy designates a formal way for the handling of all



surpluses. He said the auditors have been consulted on the policy and did not raise objections. Elizabeth made a motion to approve the surplus policy. Leigh seconded the motion. The motion passed.

Finance Committee Oil & Gas Lease Revenues Recommendation (Tom Barbour)

Tom Barbour provided an overview on the Finance Committee's recommendation regarding mineral lease revenues. The committee recommended that the added non-production revenue from revised mineral lease agreements provide flexibility to cover deficits in the 2020 budget. Tom believed that this provided the Cathedral with more time to address deficits identified in the 5-year plan. Jennifer asked the current deficit projected in the 2020 budget. Audrey said that \$148,000 was the current gap for the projected 2020 budget. Leigh made a motion to accept the recommendation on the policy. Elizabeth seconded the motion. The motion passed.

Discussion

Mutual Ministry Review of Dean & Vestry (Tom Keyse)

Tom Keyse thanked all the Vestry members who submitted their feedback on the Mutual Ministry Review. Tom went through each section of the responses and highlighted words and themes that stood out. Richard identified several opportunities for growth over the course of the next year including a focus on Godly Play. He said that attendance was potentially impacted by the service time changes and the changes to formation time. Meg said that she and other Godly Play teachers had ideas and feedback on ways to increase participation. Richard encouraged Meg to speak with Tina and Christina in mid-July.

Richard said that he hoped that hard work completed by the Vestry over the course of the last year will allow for less discussion around the Cathedral's financials and more discussion on the strategy around future plans for the Cathedral. He also said that Vestry meetings may be moved to another day during the week. Meetings on Mondays have become very difficult for clergy and Cathedral staff.

Richard said that he was excited for new staff who would be joining the Cathedral in the coming months. He hoped the Vestry and staff could hold a gathering sometime in the fall. Richard noted that staffing changes over the past two years have been difficult. Additionally, the extended interim period caused several problems that needed to be addressed by new leadership. Mark said that, in the event of another interim dean, the Personnel Committee may need to be more involved to solve problems before the arrival of a new dean. Amy said that Personnel Committee met monthly during the interim and could assist in any changes going forward. Tom Keyse said that the Vestry would receive additional information on the staffing front during a fall meeting.

Continuing the Demographics Conversation (Elizabeth Drummond)

Elizabeth provided the group with a list of various ministries/events that were held at the Cathedral over the years. This exercise hoped to highlight the times when initiatives went well



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and learn from those best practices. Vestry members shared their memories of ways that they were impacted by the different events. Vestry members specifically mentioned the Wilderness, Kirkin of the Tartan and the welcoming of the LGBT community and female clergy. Elizabeth continued to gather the stories and feedback. She thought that the August Vestry meeting could provide a forum for some longtime lay members to provide their stories as well.

Kimberly Update (Finance Committee)

Tom Keyse provided an update on work being done regarding the Kimberly property. Tom hoped that the Vestry would be able to discuss some specifics of the project. However, he felt the Finance Committee needed more time to work out several specifics of the project before it was presented to the Vestry. Renting of the Kimberly property will continue until more details are ironed out. Vestry members said that geotechnical soil testing could proceed on the Kimberly property to assess the potential for future development and asked that the results be shared with the Cathedral. Tom also said that the Finance Committee will work with legal counsel to get their insights.

5-Year Plan (Finance Committee)

Audrey said that there were no changes to the 5-year plan. She can provide information to any Vestry member interested in seeing those projections.

Information

DO and Treasurer's Reports (Audrey Chapman/Tom Barbour)

Tom Barbour provided a brief summary of the Cathedral's financials. Revenue is up year-to-date while expenses are down. He also noted increased revenue from weddings and funerals. Tom noted that additional campus improvement funds were extremely limited which may cause a problem if another larger project was undertaken. Richard said that work on the garths is almost complete and will hopefully be done around July 4th.

Dean's Report (Richard Lawson)

Richard said that he had given many of his updates throughout the meeting. He did note that a proposal to install a cell tower on top of the Saint Francis apartments was being assessed. The Vestry can deny this installation. He said the Arts and Architecture Committee has concerns about the installation. The Vestry will continue the discussion as more details are ironed out.

Other Clergy Reports (Broderick Greer/Katie Pearson)

Katie said that there have been 12 funerals since May 20th. Additionally, the Cathedral has hosted 2 weddings and 6 baptisms. She said that Saint John's Day will include a ministry fair with a focus on the Saint John's community. She will explore ways to make Saint John's Day more outward/wider community facing next year. Work on the Community Without the Commute continues. Leaders of that initiative met with neighborhood hosts and events will be listed soon.



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Broderick said that the Cathedral was very close to hiring new sacristan. He also said that Mile High Theology will continue in the fall.

Senior Warden's Report (Tom Keyse)

Tom Keyse said that he had given many of his updates throughout the meeting. Michael said that Pride related events went well this year. The Cathedral partnered with the Diocese, the Rocky Mountain Synod (Lutheran), and House for All Sinners and Saints on the Pride parade and Pride booth. Over 40 people marched in the parade and the booth was staffed all weekend. He said that the Diocese may take more of a leadership role in Pride-related events diocese-wide in the future.

Junior Warden's Report (Amy Davis)

Amy said that cycle for new grants from the Grants Committee was beginning. The main areas of focus for the next year are hunger, homelessness and housing, mental health, refugees and immigrants.

Amy also said that the Diocese and Faith In Action (FIA) will be involved in conversation on needs in Denver and ways to address those needs. She also thanked Meg for leading the Loaves and Fishes food collection this year.

Consent Agenda

- Approval of Minutes from April 29, 2019 Vestry Meeting
- Approval of Minutes May 20, 2019 Vestry Meeting

Adjourn to Executive Session: 8:51pm