



# SAINT JOHN'S CATHEDRAL

## **Vestry Meeting Minutes**

May 20, 2019

Held at Saint John's Cathedral

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

Absent: Kathleen De Mars, Leigh Grinstead, Bryant Harris, Michael Vente

Richard provided the opening prayer at 5:40 PM

The vestry meeting was called to order at 6:07PM

Tom Keyse named Audrey Chapman as clerk pro tempore in Michael Vente's absence.

### **Summary of action taken:**

- Nominated Robert Odeki for Holy Orders
- Approved the ad hoc group letter regarding Cathedral Ridge

### **ACTION ITEMS**

#### **Nomination for Holy Orders, Robert Odeki (Richard Lawson)**

Richard introduced Robert Odeki's nomination to become a Deacon. Richard explained that the Office of the Bishop has suggested that Saint John's move quickly, and that it is pastorally appropriate to move quickly and without a committee, due to Father Oja's health and Robert Odeki's background. Amy moved. Leo seconded. Vote carried unanimously.

#### **Cathedral Ridge ad hoc Group Letter (Tom Keyse)**

Tom Keyse explained that the new email/draft/letter that was included in the packet incorporated changes recommended at the last vestry meeting. Elizabeth moved to approve. Leo seconded. The motion passed.

#### **Finance Committee Surplus Policy Recommendation**

The recommendation was not approved because the Vestry asked Audrey to clarify with the auditors how a budgetary surplus should be recorded and report at the June Vestry meeting.



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## **DISCUSSION**

### **Mutual Ministry Review (MMR) of Dean & Vestry (Tom Keyse)**

Tom Keyse explained that the MMR is a process that Richard brought with him from previous parishes. It helps guide the work of Richard, Cathedral staff, and the Vestry. Tom Keyse asked for 100% participation. Tom asked everyone to send their responses to Audrey no later than May 31, so she can compile the responses for the June Vestry meeting.

### **Kimberly Update (Mark Wherry)**

Mark Wherry reported that, at the May Finance Committee Meeting, Diane Barrett and Mark Tompkins provided an update as to where negotiations stand and that the goal is to have a term sheet to review and draft a response to by June's Finance Committee and Vestry meetings. Diane and the Finance Committee may also ask the Vestry to have a second June meeting to allow the potential developer to present its final proposal.

### **5 Year Plan Update & Discussion (Audrey Chapman)**

Audrey introduced the updated 5 Year Plan. The plan has been uncondensed and updated to reflect the full current Chart of Accounts for the 2019 Operating Budget. Richard explained the document serves to show the outcomes of various decisions, especially right now what is done with the Oil & Gas lease revenues and the Kimberly. Don Wood asked for more detail on how the endowment draw is predicted. Audrey will follow up.

### **Continuing the Demographics Conversation (Elizabeth Drummond)**

Elizabeth led the Vestry in an activity to brainstorm what stories everyone might know about Saint John's history, or members, that could help to expand our circle. The group brainstormed ministries or activities they remember the Cathedral hosting where people whom were not members or might never otherwise visit Saint John's were invited in, as well as if there were people not present at the meeting that could share details that would be helpful in this conversation. Elizabeth also presented a calendar of demographics related to conversations for the June, August, September, October, & November vestry meetings.

## **INFORMATION**

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

Audrey and Tom B. reviewed the narrative financials summary, highlighting that revenue and expenses are tracking well Year-to-Date. Audrey updated the Vestry that the draft audit report was received today and will be forwarded to Chuck Thompson and the audit committee. The audit report will be presented by the auditors to the Vestry on Monday June 17.

### **Dean's Report (Richard Lawson)**

Richard reported that the events of Consecration weekend went incredibly well. Richard commented on the remarkable opportunity to host this historic event that brought together lay people, staff, and



retired staff and priests from all over the Diocese. He expressed gratitude for all of the lay volunteers and staff from Saint John's that worked to hard to create relaxed, welcoming, and safe events. Richard also highlighted a letter from Rob O'Neill, thanking Saint John's for a wonderful and welcoming event. Richard also updated the Vestry on the hiring and start dates for the new Cathedral Administrator and Director of Music.

#### **Other Clergy Reports (Broderick Greer/Katie Pearson)**

Broderick provided Katie's report. He reported that the letters to people that live in similar geographic areas have been sent out, that Katie and the Christian Formation department have decided this year to try something different with Saint John's Day – rather than being all internal ministries, they would like to focus outward, inviting in people who are not members or might never otherwise visit Saint John's. The plan is for Saint John's internal ministries to be featured on Sundays throughout the summer. Various Vestry members expressed concern that Saint John's ministries would not have a good platform on summer Sundays, compared to Saint John's Day. Broderick will ask Katie to follow up. Broderick reported that there were two weddings and one funeral so far in May. From May 7 – 9 there were ten deaths that came in. Three of the funerals or interments will be held in May, the other seven will be held in June.

Broderick reported that preparations for Michael Boney's start date are going well, as is the hiring process for a full-time, permanent sacristan. Broderick thanked staff and volunteers for all of their dedication and help with the consecration. At Michael Vente's request Broderick reported that Michael is organizing all Saint John's related activities at Pride. Broderick reported that Mile High Theology was voted the best religious podcast by Westword. Broderick also reported that the jazz musicians' exploration at the Wilderness service have wrapped up and went very well.

#### **Senior Warden's Report (Tom Keyse)**

Tom Keyse thanked Richard, Broderick, Katie, and Saint John's staff for their work on the Consecration of Bishop Kym Lucas. Tom also commented that one of the benefits of holding the consecration at Saint John's is that people from Episcopal parishes all over the country got to see Saint John's, and that people from this diocese got to experience Saint John's as their cathedral. Tom reported that he has signed the oil & gas lease contracts, with monies to be received in the coming weeks.

#### **Junior Warden's Report (Amy Davis)**

Amy Davis reported that Personnel Committee has been moved from June to August. Amy reported that the All Parish Retreat (APR) dates are August 2, 3, and 4. Registration is live. Amy thanked Katie and Tina for their excellent work on the APR.

#### **OTHER REPORTS**

Jack Denman announced that the music basement has been declared free of mold, and provided before-and-after picture of work done in the basement.



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## **CONSENT AGENDA**

There was no consent agenda for May 2019.

**ADJOURN TO COMPLAIN** at 8:47 PM