



Vestry Meeting Minutes

November 18, 2019

Held at Saint John's Cathedral

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

Absent: Leigh Grinstead

Guest: Marylynn Newell, Rev. Quirino Cornejo, Laurie Zant

Call to Order: 6:05pm

Richard opened the meeting with prayer from the Book of Common Prayer for times of conflict. Marylynn provided an update on this year's stewardship campaign. She encouraged Vestry members to help reach out to those who have given in past years but not yet this year. Richard also provided some additional directions for Vestry members making calls.

Summary of actions taken:

- Approved spending authority up to \$45,000 for an IT Infrastructure Upgrade Project, Fund 8 Expenditure.
- Approved the 2020 Endowment Draw based on the Investment Committee and Finance Committee recommendations.
- Approved updates to the Audit Committee charter.

Discussion

Continuing the Conversation, Demographics

Richard introduced Laurie Zant from Our Merciful Savior and Father Quirino Cornejo (Father Q) from Intercession Episcopal Church. Richard explained the work Father Q has done to engage the Hispanic community in Denver.

Father Q provided the Vestry with a packet on developing joint Latino/Hispanic ministry which summarized the growth of Latino/Hispanic populations in the United States and ways to develop an effective Latino/Hispanic ministry. He said that churches can fall into one of three categories including emerging communities (churches with a recent influx of immigrants), stagnant communities (older churches that are not growing but have Latino/Hispanic populations in the community), and "We're Here" communities (churches with a high Latino/Hispanic population densities in the surrounding community representing two or more generations). Father Q explained the acculturation continuum which showed that individuals part of the Latino/Hispanic community born in the United States were more likely to become Episcopalian or Lutherans. He also explained the mission of the diocese into this work. He encouraged churches to engage with cultural events in the Latino/Hispanic community as a way



to connect to Latino/Hispanic populations. Based on survey data he had access to, Father Q said that 2nd and 3rd generation Latino/Hispanic families would be a good population to engage to develop a Latino/Hispanic ministry at the Cathedral. He encouraged the use of social media platforms to first engage these populations and encouraged the Cathedral to support/host Latino/Hispanic cultural events such as quinceañeras.

Meg asked for input on ways to welcome Latino/Hispanic populations in a predominately white congregation. Father Q and Richard said that there were various models for the Cathedral to explore from providing leaflets in Spanish to establishing a Latino/Hispanic group within the Cathedral with a dedicated priest. David asked if there was a specific publication that targets Latino/Hispanic communities. Laurie said that social media is a better vehicle for advertising to these communities. Don and Kathleen said that focusing ways to engage families would resonate across the demographic spectrum. Jack said that the Cathedral may be able to have a unique role in supporting these efforts due to its relationship with the diocese. Laurie advocated for experimentation on a host of fronts to engage the Latino/Hispanic community which allows the Cathedral to try various efforts. She also supported connection between congregations and invited everyone to visit Our Merciful Savior and Intercession Episcopal Church. She said that connections via music would be beneficial to all the parishes.

Richard thanked both Laurie and Father Q for their insights.

Kimberly Update (Tom Keyse)

Tom Keyse provided an overview of the negotiations around the redevelopment of the Kimberly property. He said that the Finance Committee will request the final offers from the potential partners by early December. He reiterated several points in the original RFP for the property and the importance of recurring revenue and alignment to the Cathedral's mission and vision. He hoped that the Finance Committee would have a recommendation for the Vestry at its December meeting.

Nominating Committee Update (Tom Keyse)

In Leigh's stead, Tom Keyse provided an update on the work of the Nominating Committee for the new Vestry election. Several individuals accepted the nomination for the Vestry election slate however many did not respond to being nominated. He encouraged Vestry members to relay the important work the Vestry does but also the joyful atmosphere the group has in its work.

Draft 3, 2020 Budget (Audrey Chapman)

Audrey provided an overview of the draft 2020 budget. She noted the addition of the final endowment draw amount and the final increased cost of benefits from the diocese. Tom Barbour said the mineral rights leases will expire in future budget years and those revenues will need to be replaced to avoid an additional shortfall. Vestry members asked some questions



about specific line items for additional clarification. Audrey provided added context for various line items in the draft budget.

Action Items

IT Infrastructure Upgrade Project, Fund 8 Expenditure (Audrey Chapman)

Audrey provided an overview of needed upgrades to the Cathedral's IT infrastructure. She explained a proposed project to get a new server and new computers. The Finance Committee recommended spending authority up to \$45,000 for the project. Jack and Bryant both asked if a cloud server options was discussed. Audrey said that those options were discussed but were not be doable by the end of the year. Tom asked for a motion to approve spending authority up to \$45,000 for the project. Jack made the motion. Bryant seconded the motion. The motion was approved.

Investment Committee Report, 2020 Endowment Draw (Tom Keyse)

Audrey shared the final endowment draw for the 2020 budget. Tom Keyse said this was the first year of the decreased draw from the endowment (from 5% to 4.75%). The amount for the 2020 budget is \$1,114,783 Tom asked for a motion to accept the annual draw approved by the Investment Committee and Finance Committee for the 2020 budget. Amy made the motion. Jack seconded the motion. The motion passed.

Audit Committee Charter Updates (Tom Keyse)

Tom explained revisions that were made to the charter of the Audit Committee. He said many of the edits make clearer the work of the Audit Committee and updated several best practices. Tom asked for a motion to accept the charter updates for the Audit Committee. Amy made the motion. Tom seconded the motion. The motion passed.

Information

DO and Treasurer's Reports (Audrey Chapman)

Audrey noted the Vestry meeting schedule. Richard said the Vestry Retreat will be held on February 28th and 29th at the Colorado Chautauqua in Boulder. Audrey thanked the Vestry again for moving to quarterly financial statements and said the time saved in preparing those statements has allowed her to work closely to plan budgets with several departments at the Cathedral.

Dean's Report (Richard Lawson)

Richard thanked Audrey for her work to organize a benefits lunch-and-learn for staff, with a representative from the Church Pension Group and Dianne Draper from the Office of the Bishop.

Richard summarized several projects related to Building and Grounds and work needed in the Nave. He requested feedback on EnergyLink for HVAC work. He discussed the work of Willet-Hauser for work on stained glass windows including repairs, exterior cleaning, and protective



exterior converting. He also discussed west tower structural repairs, bell repair in both towers, reviewing a contract with Terry Eason for design for a new baptismal font. He said that the Arts and Architecture Committee will be involved with all of these projects, except for HVAC, and all will require careful review. These projects will require more bids and fundraising in the next few years. He wanted to note all these projects because work on these long term projects will continue into the New Year. He also said that hiring an architect for these projects will be very helpful. Mike Baksa will provide advice for these projects and help find an architect who does master planning. Vestry members asked several questions about these projects and how a contract with an architect would work. Richard also said that Mason Whitney will help with CPR and first aid training for ushers at the Cathedral. He will also provide a manual for various stakeholder groups in handling various situations at the Cathedral. David provided an overview of the work with the landscape architect. He said that previous Arts and Architecture Committee did some of the work around vision for changes around the campus and would help inform plans around the campus.

Richard explained ongoing conversations related to changes for choristers that were being implemented by Michael Boney and Joseph O'Berry. He said that some of the changes have been difficult for some parents, but that Michael and Joseph had thoughtfully scaled back some of the changes based on feedback from parents. Richard also said that he and Broderick meet regularly with Michael and Joseph and feel very good about their upcoming plans, including a second parent meeting to review changes. Meg and Bryant provided additional context they heard from some parents. They encouraged more communication between leadership and parents as more changes are proposed.

Other Clergy Reports (Katie Pearson, Broderick Greer)

Katie said that 6 funerals and 5 baptisms took place at the Cathedral since the last Vestry meeting. She also said that another service of healing will be scheduled during Advent. Broderick said that the Wilderness service with visiting preacher Nadia Bolz-Weber was very well received and attended (250 attended). He also shared that Mile High Theology podcasts and brunches with the 20s and 30s were going well.

Senior Warden's Report (Tom Keyse)

Tom shared a letter received from the Cathedral Ridge board in response to the Vestry's letter regarding requested contributions to the Cathedral Ridge capital projects. The letter thanked the Vestry for considering their requests, for the Vestry's suggested changes to the capital plans, and for the opportunity for ongoing conversation.

Junior Warden's Report (Amy Davis)

Amy said that the Grants Committee met to decide on this year's grantees. The committee decided on the grantees and will communicate those decisions to all the organizations that applied for funds. Once grant agreements/contracts have been signed with the selected grantees, the awards will be made public.



Consent Agenda

- October 21, 2019 Vestry Meeting Minutes

The consent agenda was approved.

Adjourn to Compline: 8:26pm