

**Saint John's Cathedral**  
**159<sup>th</sup> Annual Meeting Minutes**

*January 26, 2020*

**Welcome & Prayer**

Dean Richard Lawson called the meeting to order at 9:16am and provided the opening prayer. Those in attendance sang Be Thou My Vision.

**Declaration of a Quorum & Minutes**

Senior Warden Tom Keyse declared a quorum existed based on the number of individuals attending the meeting as well as in the number of ballots submitted electronically for the election of the new Vestry class. Tom appointed Michael Vente as clerk for the meeting. Tom appointed Shirley Traettino and Mark Wherry to be members of the Teller Committee for the election of new Vestry members.

Tom asked for a motion to approve the minutes from last year's annual meeting held on January 27, 2019. A motion was made to dispense with the reading of the minutes and to approve the minutes. The motion was seconded and approved. Tom gave thanks for the clergy and staff for all their work over the past year.

**Vestry Elections**

Ballots were provided to all who attended the meeting. Additionally, votes could be made electronically prior to the meeting. Tom gave an overview of the requirements of eligible voters. He also explained that Bill Finch stepped down from the Vestry and his seat with two remaining years on its term was vacant. In the event that Leigh Grinstead was elected Senior Warden, Tom said that her seat with one remaining year on its term would also be vacant. Tom explained that the Vestry agreed at its last meeting that if two spots are available for Vestry election after Leigh's potential election for Senior Warden then the Number 5 candidate take the open 2-year term and the Number 6 candidate take the open 1-year term. Additionally, Tom noted that if Michael Vente was elected at Junior Warden then the Vestry would need to appoint a new clerk.

Tom acknowledged the outgoing Vestry class including Leo Carosella, Jack Denman, Kathleen DeMars, and Don Wood. He gave thanks to those in the outgoing Vestry class for all the work over the past several years and their service to their Cathedral community. Tom introduced the current Vestry members in attendance. Tom also introduced the nominees for the Vestry election including:

Senior Warden:

- Leigh Grinstead

Junior Warden:

- Michael Vente

Vestry nominees:

- Jane Carlough-Meline
- Kathleen DeMars
- Michael Koechner
- Robin Paulson
- Illana Poley

- Helen Richards
- Angie Thomson

Tom thanked all the nominees for their willingness to stand in the Vestry election. Parish members in attendance completed voting and Tom asked for all completed ballots to be returned to the tellers.

### **Senior Warden's Report**

Dean Lawson thanked Tom Keyse for this service to Saint John's and the vast array of transitions at the Cathedral over the past four years including (but not limited to): the dean search, the director of music search, and many staff transitions. Tom Keyse thanked Dean Lawson and the congregation for their expressions of thanks. He thanked his family, the clergy, and Cathedral staff for all their wisdom and support during his tenure at Senior Warden.

Tom presented the Senior Warden's report. He provided an overview of financial and spiritual aspects of the Path to Sustainability for the Cathedral. He noted that the Vestry, staff, and parishioners have all worked hard to make sure the Cathedral was healthy and strong in terms of maintenance/capital projects and staffing needs. He also provided a brief overview of re-development opportunities for the Cathedral Square North property including the Kimberly property and ways that the re-development can provide additional revenue for the Cathedral. He noted that all the potential plans for the re-development are in alignment with the larger missional goals for the parish. Tom also said that the Vestry and the Finance Committee had many conversations about all options available and would be continuing those conversations over the next few months. But Tom emphasized the work to balance financial needs and missional goals of the Cathedral.

Tom also said that the Vestry was engaged with many conversations over the course of the past year including discussions around demographic changes in the wider Denver area and specifically around the Cathedral. He said the Vestry would continue those conversations as new ideas around programming and outreach at the Cathedral were proposed.

### **Financial Report**

Tom Barbour referred the meeting attendees to the annual meeting handout which outlined his Treasurer's report. He noted that the Vestry and Cathedral staff has worked very hard to chart a path towards financial sustainability. While more work must be done to achieve sustainability, he noted that the Cathedral was in a much more stable financial situation than in past years. As outlined in his written report, Tom Barbour noted that the operating budget was balanced, and the endowment had recovered approximately 80 percent of the fund that were used in past years for critical building repairs. In the future, Tom noted that more capital expenditures for building repairs and improvements would be needed so additional support on this front was critical. Tom also noted that the last few years of audits of the Cathedral's financials went very smoothly thanks to the work of the Cathedral staff, specifically Audrey Chapman (Director of Operations) and Kris Jenkins (Staff Accountant).

### **Junior Warden's Report**

Dean Lawson thanked Amy Davis for all her work as Junior Warden. He noted her work on the annual Parish Retreat and her work with Faith In Action and the Grants Committee.

Amy Davis discussed the work of Faith In Action and the Grants Committee to commit 5 percent of pledge and plate revenues towards supporting organizations aligned with Saint John's wider mission in the community. She said the 2019 priorities for the Grants Committee included: mental health supports, homelessness and housing, hunger and food insecurity, and refugees and immigrants. A full list of the grantees was provided in the annual meeting packet with grants totaling \$88,427. She said that the gifts of Saint John's parishioners were vital to this work and noted that the efforts of each individual helped make these grants possible. Amy also said that Carolyn Daniels would serve as the Grant Committee chair for the next year.

### **Director of Operations**

Dean Lawson introduced Audrey Chapman and thanked her for her work as Director of Operations. Audrey summarized many of the tasks undertaken over the past year with staff including changes to many different position descriptions, changes in the number of staff, and the development of better work/life balance for all employees. She said the new staff was coalescing around a shared vision for the Cathedral and was supporting each other in that work.

Audrey noted that an updated list of the primary staff contacts for various ministries and groups at the Cathedral was provided in the annual meeting packet. She also explained the new contacts for many of the frequently asked questions from parishioners. Audrey also said that Georgie Brooks-Myrtle would be handling many logistics around facilities, hospitality, and security for Saint John's as the new Cathedral Administrator. Audrey said that she would continue to work on pledging and giving projects and work to find more on alignment of all the efforts drive the Cathedral towards greater financial sustainability.

Audrey and Dean Lawson noted the work of Cathedral staff specifically David Porterfield, Kris Jenkins, and Bill Baker. Combined, they represent over 60 years of service to Saint John's. Both Audrey and Dean Lawson said they are all invaluable wells of institutional knowledge

### **Christian Formation**

Tina Clark (Director of Christian Formation) provided a brief overview of several projects that her team has worked on over the past year. She said that there was a significant increase in attendance at the Dean's Forums. She said engaging topics of the forums contributed to increased attendance. She said that seasonal events including Strove Tuesday Pancake Supper were well attended this past year. Tina also said that parent support groups for those with children continue to help several members of the Saint John's community. She said that change in curriculum such as the implementation of Weaving God's Promises along with Godly Play were very successful. Tina also said that her staff continues to collaborate with Office of the Bishop for all plans for this year's Cathedral Camp. Tina noted that additional ways and opportunities to help Christian Formation included volunteering with the Cathedral cooks for dinners on Wednesday evenings and children's chapel leaders

Christina Rutland (Youth Minister) noted several projects she's worked on over the past year. She said the Cathedral hosted monthly offerings for those in the youth group which included events in and outside of the Cathedral. She said that youth continued to be valued in the Saint John's community. She said that more outreach and engagement need to be done with high school youth and that plans to partner with parishes in the Denver area around high school youth engagement continue. She also said that the establishment of a high school girls' group has been a success and will continue into the new year. She also said that the Cathedral would be hiring a summer intern to

help support all these efforts. Opportunities to assist staff in this work include the youth ministry team which work to foster intergenerational connections at the Cathedral.

### **Canon Pastor's Report**

Mother Katie provided an update on several pastoral care work at Saint John's. She continues to work to find ways for parishioners to share their gifts to support those in need at Saint John's and the wider Denver community. She said that over 25 Eucharistic Visitors (EVs) were trained to bring Communion to those who cannot attend the Cathedral. She also noted the work of the Soup for the Soul group which stocks the Cathedral's freezer with soups for EVs to take on their visits. She gave thanks for all those involved in the Stargazers group which supports widows with group support and social activities. Other efforts that continue are the work to send cards to those who cannot attend church and cards of thanks for all those who volunteer at Saint John's. Daughters of the King continues to grow and provides an opportunity for its members to support others through prayer and service. Mother Katie thanked the Care Advisory Board for all the work it has done to provide advice and programming to the Saint John's community specifically around dementia awareness trainings and the Community Without The Commute initiative.

Mother Katie said that none of this work would be possible without an engaged and giving laity. She encouraged anyone interesting in any of these groups or project to speak to her about getting more involved. She was very grateful for all the support from the congregation and was excited for the new year.

### **Canon Precentor's Report**

Father Broderick provided an update on the various projects in which he is involved. He specifically thanked Emily Smith (the Cathedral's new Sacristan) for all the work she has done on all the logistics involved in the many events hosted by the Cathedral. He also thanked Linda Paysinger, Diane Cast, Michael Boney for all their work on the various aspects of liturgical needs during all the events at the Cathedral.

Father Broderick explained that part of his role at the Cathedral is the stewardship of sacred spaces. With this in mind, he has been working on upgrades to the lighting in Saint Martin's Chapel. These updates would start in early February. During the upgrades, evening prayer will be held in West Tower and Wednesday Eucharist will be held in the Cathedral Chancel.

Canon Greer also discussed the 20s and 30s ministry at the Cathedral. He said that monthly brunches for this group were well attended. The monthly podcast, Mile High Theology, has been designed to engage young adults in discussion on several topics including meaning, existence, and belonging. Attendance has been strong at Mile High Theology events and Canon Greer looked forward to more in the coming year. He has several engaging speakers booked over during the upcoming year and will work with the communications staff to inform the public about these opportunities.

### **Arts & Architecture**

David Rote provided an overview of the work of the Arts & Architecture Committee and an update on the upcoming work with a landscape architect on the Cathedral's grounds. This work would help to envision future changes for various spaces around the Cathedral including new/replaced trees, new benches, handicapped accessible ramps and sidewalks, and various other projects. The work will also reimagine flower beds and other aesthetic aspects of the Cathedral grounds.

## **Questions & Answers**

1. A concern was raised about the grave markers on All Souls Walk and delays in getting new markers from the engraver. Dean Lawson said there have been difficulties with the engraver which staff hopes to rectify in the future. He also said that the work of the Arts & Architecture Committee along with the landscape architect would help with some of the aesthetics around All Souls Walk.
2. A question was asked about the mineral rights owned by the Cathedral. Tom Keyse provided a brief overview of rights owned by the Cathedral that were given over the years through bequests. Development on one property recent began which would provide some additional revenue for the Cathedral. However, Tom noted that the Vestry may discuss all options available over the next year regarding the Cathedral's involvement in these types of projects.

## **Vestry Election Results**

The Teller Committee provide Tom Keyse with the results of the Vestry election. Tom announced the results of the Vestry election. The newly elected Vestry members were:

Senior Warden:

- Leigh Grinstead

Junior Warden:

- Michael Vente

Vestry nominees:

- Kathleen DeMars (2<sup>nd</sup> Term, Class of 2022)
- Michael Koechner (1<sup>st</sup> Term, Class of 2022)
- Robin Paulson (filling remaining year of Leigh Grinstead's regular term – class of 2020)
- Illana Poley (1<sup>st</sup> Term, Class of 2022)
- Helen Richards (filling remaining two years of Bill Finch's term – class of 2021)
- Angie Thomson (1<sup>st</sup> Term, Class of 2022)

## **Motion to Adjourn**

Tom Keyse asked for a motion to adjourn the annual meeting. Without objection, a prayer was provided as the motion to adjourn.

**Adjourned:** 10:29am

Respectfully submitted,

Michael Vente  
Clerk for the Cathedral