



SAINT JOHN'S CATHEDRAL

Minutes of the Vestry Meeting of May 15, 2022

The meeting was called to order at 3:30 PM

Present: Illana Poley, Bradley Jackson, Michael Vente, Michael Koechner, Leigh Grinstead, Helen Richards, Richard Lawson, Broderick Greer, Katie Pearson, Tom Barbour, Kate Gojkovich, Audrey Chapman, Rodger Hara, John McIntyre (Guest, Tryba Architects), David Loos

Absent: Mark Wherry, Rebecca Richardson, Kathleen DeMars, Greg Movesian, Jenipher Jones, and William McMechen

Summary of Actions:

The Consent Agenda with the vestry minutes from the vestry meetings of February 2022 and March 2022 was approved.

Opening Prayer: Senior Warden Leigh Grinstead provided an opening prayer.

Staff Updates

Richard reported that the new youth minister has been hired. Sarah Strand will start the end of August due to summer work commitments with AmeriCorps at Jackson Hole. Christina will leave at the end of July. Tina and Christina have an excellent plan so that Sarah and Christina not having any overlap will not cause any problems.

Richard highlighted that the ordination of Reverend Amy Newell-Large, Saint John's new Curate for Parish Life, will be June 4th at 11am. Amy starts her new position at Saint John's on June 29.

Facilities/Buildings & Grounds Updates

The estimate for safer doors at the Welcome Center and Clarkson Street is \$12,000. Audrey informed the vestry that she and Dan Parker, Facilities Manager, are considering all the current unbudgeted facilities repairs and may ask in the coming months for this and other expenses to be covered from Fund 8.

Another unbudgeted facilities repair that is currently being evaluated are the three Roof Top Units (RTUs) that provide air conditioning to the Parish building offices, which have been near the end of their life for many years, and recently all three had significant breakdowns. The parish offices currently do not have air conditioning. Audrey reported that Dan has been assessing the costs to repair or replace the RTUs. The least expensive option would be to replace the broken belts for each unit, at a total cost of \$7,000. To replace each unit would be \$15,000 each (\$45,000 total). Dan is also working with the engineers and contractor that provided the original VRF (heating/cooling) estimate for the entire building to update what it would cost to switch the 2nd and 3rd floors of the Parish building to VRF.

Lastly, Audrey and Richard reported that we will receive an estimate on the windows the end of May.

Introduction of Guest

Leigh introduced Tryba's principal architect, John McIntyre.



SAINT JOHN'S CATHEDRAL

Campus Stewardship and Revenue Planning Discussion

John began his presentation by reviewing with the vestry the most recent phase (Phase IIIC – Vision Development & Partner Outreach, aka “Phase IIIC”) of Tryba’s work with the cathedral’s Campus Stewardship & Revenue Planning Task Force (Task Force). John’s reviewed with the vestry portions of the Public Document deliverable from Tryba during Phase IIC, and which vestry reviewed and edited over the spring. Amongst other items from the Public Document, John reviewed the Task Force’s Core Values, Guiding Principles, and the currently known Opportunities & Constraints of the project.

John talked about the process of meeting with and identifying potential development partners and the process of having conversations with businesses and residents in the cathedral’s neighborhood about the potential uses of the cathedral’s properties, all of which will expand our stewardship and build community.

John also highlighted the Bus Rapid Transit (BRT) which will be developed along Colfax Ave. in the next five or so years, and which will include a dedicated lane for the bus and a bike corridor. This development should help the walkability of the neighborhood and so should help with the viability of mixed-used buildings with ground-floor retail offerings.

John invited the vestry to write thoughts and ideas on sticky notes and place them on large printed out maps of the cathedral’s Capitol Hill properties. As the vestry participated in this process John facilitated comments and discussion. Bradley Jackson asked that Tryba and the Task Force hold as a high priority that any developments are intentional in their thinking about gentrification and how to ensure that people of all economic and racial diversities feel safe, welcome, and empowered within our neighborhood. Leigh thanked Bradley for his very important suggestion.

Mutual Ministry Review

Michael Vente thanked the vestry for their participation in the annual Mutual Ministry Review (MMR) process. He summarized the vestry’s answers (anonymously) to the MMR questions, including that there seemed to be a general sense in the answers that Saint John’s is stronger than ever, two years into the pandemic, that we are more flexible and resilient (e.g. - on-line streaming of services), and that there is enormous gratitude for the excellent, smart, and hard-working staff and clergy.

Richard thanked the vestry for recognizing clergy and staff, and for participating in the MMR process, which he sees as an annual spiritual check-in between himself and the vestry. Richard noted that the vestry responses highlight that the cathedral is nimble and able to adapt to change quickly, which is again a reflection of the excellent staff and lay leadership. Richard also noted that he agreed with the vestry’s responses regarding work/life balance, especially that the two new staff positions (the Digital Ministries Coordinator and the Curate for Parish Life) were greatly needed to move towards more balance for many staff, especially including clergy, Georgie, and Evans. Richard and the vestry then discussed the 2023 clergy sabbaticals. Richard highlighted that he plans to announce his, Broderick’s, and Katie’s sabbaticals to the parish this summer. Richard’s sabbatical will be in the first three months of 2023, Katie’s will be after Richard’s, and Broderick’s will be in the fall. Richard is currently in the process of discerning which retired priest in the diocese will assist during their sabbaticals. He is confident we can find a priest who will offer excellent pastoral care, preach thoughtfully one a month, and assist the two canons with whatever they need while Richard is away. Finally, Richard noted that clergy sabbaticals, while a wonderful and wise benefit for



SAINT JOHN'S CATHEDRAL

clergy in the Episcopal Church, are also very good for the parish and lay leadership who inevitably pay attention in new ways and learn new things while the “ordinary” clergy are away.

Kimberly Apartments Discussion

Leigh reported that in late April, members of the Task Force, Audrey, and Tryba staff met with the cathedral's insurance representative and the property management company for the Kimberly Apartments. During that meeting everyone reviewed Scenario 1A from the Task Force/Tryba's work on the Kimberly Apartments Condition Assessment and Public Document deliverable from the Vision Development & Partner Outreach phase (IIIC) of their work. Although nothing in the building is out of code, Scenario 1A addresses life/safety improvement recommendations from the Kimberly Condition Assessment. The group that met agreed that the four things Scenario 1A recommends are important (fire-rated doors in the hallways, fire safety lights in the hallways, roof flashing repairs, and minor improvements to the look and functioning of the main building entrances), they also collectively discussed and agreed that the building's intercom system should be fixed/made operational again, that the laundry room needs a keypad/code-based lock, that the building's north exterior entry/exit should be fixed so that it is not slippery in the winter, and that the building's dumpster should be enclosed in an enclosure that will prevent people sleeping around the dumpster. The approximate cost of all these improvements is estimated at \$225,000. At this meeting the group also learned that per Tryba and their consulting General Contractor, Fransen & Pittman, the minimum cost to board-up the Kimberly Apartments would be \$350,000 in the first year and \$100,000 annually after, and that the cost to tear-down the Kimberly (in the case of a building failure, for example) would be \$350,000 (approximately).

Leigh reported that after the meeting mentioned above, she, Tom (treasurer), Shirley (assistant treasurer), and Audrey met to run financial scenarios based on the above numbers and based on an assumption of realizing by 2026 a development partnership that results in a different ownership model for the Kimberly Apartments in which, at the least, the cathedral is no longer a landlord. Leigh informed the vestry that both the Task Force and later the Finance Committee had reviewed the numbers and agreed that a board-up option was not only too expensive, but something that everyone is certain our neighbors would not appreciate. The vestry agreed that the board-up option should be taken off the table. Leigh then led the vestry in a discussion that highlighted that doing nothing/*not* investing the \$225,000 in life safety repairs has a liability risk, since we now know of the issues (even though they are not code issues), while investing the \$225,000 *also* carries a risk in that (as one example) it does not address any of the plumbing issues, and if plumbing went out in 2023 or 2024, *after* investing the \$225,000, the cathedral would likely still be left with years of no income, the expense to tear down the building, and the loss of the investment. Leigh thanked the vestry for the thoughtful discussion and reminded them that there will be a vote at the June 26 vestry meeting as to if the cathedral should or should not invest in the life-safety improvements and continue to lease the apartments to tenants via a property management company in 2023.

Mineral Rights Proceeds – Buckets Discussion

Leigh updated the vestry that Finance Committee and Task Force member Diane Barrett has written a document (developed from the conversations of the Finance Committee and vestry) with proposed uses of the \$1,161 million in proceeds from the sale of mineral rights from the 1939 Bessie Spencer Bequeath. Audrey has sent the document to the auditors for their opinion and a discussion, update, and vote will all be held at the June 26 vestry meeting.



SAINT JOHN'S CATHEDRAL

Consent Agenda

Minutes, Vestry Meeting of February 20, 2022

Minutes, Vestry Meeting of March 20, 2022

The consent agenda was approved.

Closing Prayer: Officiant Richard Lawson

The meeting was adjourned at 6:04 PM