



## Minutes of the Vestry Meeting October 16, 2022

The meeting was called to order at 4:05pm

**Present** – Illana Poley, Greg Movesian, Bradley Jackson, Rebecca Richardson, Mark Wherry, Kathleen DeMars, Michael Vente, Michael Koechner, Leigh Grinstead, Helen Richards, Richard Lawson, Broderick Greer, Katie Pearson, Tom Barbour, Rodger Hara, Kate Dykstra, Audrey Chapman, David Loos, Shirley Traettino, Amy Newell-Large, Evans Ousley, Gordon Brooks

**Absent** – William McMechen

**Guests** – CCS Fundraising: Polly Breit - Senior Vice Present, Rick Happy – Chairmen, Mary Kate-Doyle - Director

### **Summary of Actions:**

The Vestry voted unanimously authorizing Richard to begin contacting the largest potential capital campaign donors.

The Vestry voted unanimously to approve the Gift Acceptance & Allocation Policy.

The Vestry voted unanimously to accept Stefan Burris into the Vestry to fill the remaining term of Jenipher Jones, who has resigned.

The Vestry voted unanimously to approve the consent agenda.

### **Capital Campaign Feasibility & Planning Study – Final Report**

The vestry was given a joint presentation by Polly Breit, Rick Happy and Mary Kate Doyle, all with CCS Fundraising. As part of the Capital Campaign Feasibility study, a variety of interview types were conducted: A total of fifty-four private interviews with individuals and couples, two hundred ninety-two e-survey responses, workshop groups and, and a wealth screening. Responses were overwhelmingly positive with the overall consensus that the stained-glass windows were the number one priority for capital improvements fundraising. Regarding potential capital campaign involvement, 96.2% of the people said they would give to a campaign. CCS's benchmark was 72% so the survey results of 96.2% handily surpassed that.

Based on the study findings and careful review of the data, CCS recommends that Saint John's pursue a campaign with an initial working goal of \$6 million. This is just a starting point, not a final number. The chart on page 30 of the report details how the \$6 million number was computed. To begin with, the campaign would focus on the donors with the highest giving capacity, in order to get commitments that will then give a sense



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of if the draft dollar goal of \$6 million is a good target or is too high or too low. Richard will personally ask the ten with the highest potential giving capacity before his sabbatical begins in January. The Capital Campaign committee along with Gordon will then contact the next 40 or so on the list. Gift commitments from the top 50 or so on the list will show a starting point and allow the overall goal to be refined/confirmed/increased/decreased. Along with the ultimate goal dollar amount, the final CCS report and charts are evolving and subject to change. Leigh asked CCS what contemporary concepts of donor “recognition walls” look like. Bradley Jackson and others echoed Leigh in wanting to think hard about the message of donor walls or similar things in a church environment, where those without financial resources are to be valued and lifted up as much as those with financial resources. If a campaign is pursued, the Vestry needs to hold a lot more conversation around ways to recognize **every** donor.

CCS discussed with the Vestry that a strong leadership structure, phasing, and an excellent communications plans are essential to a successful outcome. The complete Capital Campaign Feasibility & Planning study with Final Report can be found in the 51-page report. There was a call for a motion so Richard can begin contacting donors.

Leigh motioned to approve Richard beginning to reach out to the top ten donors on the list. Greg seconded the motion. The motion passed by unanimous vote.

### **Stewardship Update – Annual Pledge Campaign 2023**

Gordon, Broderick, Audrey, and Richard reported that, while the pledge campaign should be viewed as a marathon and not a race, things are going well so far at this point in the campaign. A question was asked regarding whether a capital campaign would impact giving in 2024. Polly, from CCS replied that the Annual Pledge Campaign and any Capital Campaign solicitations will be carefully planned in advance and timed in order to minimize the impact on annual giving.

### **Finance Committee Recommendations: Gift Acceptance & Allocation Policy**

Audrey, Shirley, and Leigh reported that, per the hierarchy outlined in the previous/2016 Gift Acceptance & Allocation Policy, the Finance Committee has been for the last eight months or so updating Saint John's Gift Acceptance & Allocation Policy (GAAP) so that it can be placed on the website for parishioners interested in making financial contributions. The earlier GAAP was complex and detailed to the point that it became outdated quickly. Audrey and Rebecca noted that there are separate but complimentary policies that will be developed soon (one by A & A about tangible personal property, and (a) Capital Campaign policy/policies).



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Michael V. motioned to approve the GAAP as presented. Mark seconded the motion. The motion passed by unanimous vote.

### **Q3 Financials**

Audrey and Tom gave a summary of the Q3 Financials. The bottom line looks good. Our 2022 Pledge Fulfillment is at 81% through September and we have surplus revenue of \$163,041.00 through September. One area, Repairs and Maintenance (R&M) costs are more than what had been budgeted for: due to one-time and unbudgeted failures of equipment or property including sprinklers, dishwasher, air conditioning repairs for the parish building, elevator repairs, and asphalt repairs. There were around \$65,000 in unplanned R&M expenses.

### **Nominating Committee Update**

Michael V. reminded us that the deadline for Vestry nominations is November 1, 2022. The deadline was noted in the Voice. There are four regular Vestry seats to be filled (plus Illana's seat, and she will run again for a second term), as well as the Senior and Junior Wardens. Any new nominations should be sent to him.

### **Dean's Report**

Richard reported that he is in negotiations with a top candidate for the Deacon for Justice and Community Partnerships, which for its first three years will be funded by the proceeds of the sale of the Spencer gift. The Deacon is a dynamic, collaborative and mission driven professional that is responsible for the development and implementation of all justice and community partnerships at Saint John's Cathedral. The full description of the job requirements is on pages: 26 through 29 of the Vestry packet.

Vestry member Jenipher Jones has resigned. She will be replaced by Stefan Burris who had the next highest votes in the election of Vestry members and who has accepted the position. Stefan is currently serving with the Finance Committee but will resign that position to accept the Vestry position and serve out Jenipher's remaining term.

Bradley motioned to accept Stefan Burris to fill the remainder of Jenipher's term. Helen seconded the motion. The motion passed by unanimous vote.

### **Director of Operations Report**



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Audrey has hired a new accountant, Joy Poole. Joy will start on December 5 and will work with Kris Jenkins for two months before Kris' retirement at the end of January. Joy is coming from Fayetteville, Arkansas where she most recently worked as the Cathedral Administrator at Saint Paul's Episcopal Church. Joy is not a CPA but has an accounting degree and is very familiar with Realm accounting software.

### **Consent Agenda**

Michael V. made the motion to approve the minutes from the September 18, 2022, meeting which Greg seconded. Unanimous vote, motion passed.

**Closing Prayer Officiant:** Greg Movesian

Meeting adjourned at 6:02pm