



SAINT JOHN'S CATHEDRAL

Minutes of the Vestry Meeting December 11, 2022

The meeting was called to order at 4:03pm

Present – Illana Poley, Bradley Jackson, Michael Vente, Leigh Grinstead, Helen Richards, Broderick Greer, Katie Pearson, Audrey Chapman, Evans Ousley, David Loos, Shirley Traettino, Gordon Brooks, Stefan Burris, Kathleen DeMars, William McMechen, Tom Barbour, Rodger Hara, Richard Lawson, Mark Wherry, Michael Koechner, Greg Movesian, Rebecca Richardson,

Absent – Kate Dykstra

Summary of Actions

The Vestry voted unanimously to allow electronic voting for the 2023 Annual Meeting Vestry Slate and the minutes of the 2022 Annual Meeting.

The Vestry voted unanimously to adopt the Charter of the Nominating Committee as presented in the meeting packet.

Dean Richard provided the opening prayer.

Decision: Electronic Voting for 2023 Annual Meeting

Per the Bylaws, the Vestry must vote each December to allow electronic voting the upcoming Annual Meeting Vestry slate and the minutes from the previous year's Annual Meeting.

Rebecca moved to allow electronic voting for the 2023 Annual Meeting Vestry slate and for the minutes from the 2022 Annual Meeting. Mike Koechner seconded the motion. The motion passed unanimously.

Annual Meeting Planning

Helen Richards is the nominee for Senior Warden and Zoe Smith has agreed to run for the Junior Warden position. The remaining slate of candidates will be announced later this month. The theme for the annual meeting will be focused on the exciting new staff positions and staff members, as the incoming Vestry class, and around the new and exciting buildings & grounds work that is happening. Leigh has reminded us that



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everyone on the Vestry needs to attend the meeting. Audrey noted and expressed gratitude to Evans Ousley, Director of Communications, for doing such a great job organizing the Annual Meeting.

2022 Budget Update

Audrey gave a brief overview of 2022 finances. Repairs & Maintenance expenses continue to track at just about \$70,000 over budget due to one-time, unplanned major building or grounds repairs needs, all of which have been discussed in detail for months.

Regarding revenue, there are three-line items that are tracking low: the Kimberly Apartments, Non-Pledge giving, and Other Income. 2023's budget will be adjusted accordingly, and research will be done into the Non-Pledge line item to see why that number is down and how it can be brought back up to pre-pandemic levels. As of this meeting there is 95% pledge fulfillment. Audrey repeated for the Vestry that the approximate net result to the 2022 operating budget should be about a \$50,000 deficit, but that is not certain yet.

2023 Budget. Draft 3 + Stewardship Update

Gordon reported that at this point there are 379 pledging households for 2023; total for 2022 by the end of the campaign was 512. Last year's pledge budget was \$1,523,868. For 2023, the staff have set a goal of a 5% increase, or about \$1,609,000.

Tom reported that the increase in COLA from 2% to 5% increased the deficit in the 2023 draft budget by \$50,000. Currently, the draft 2023 budget reflects a total net revenue deficit of (\$86,069). Tom mentioned that the Vestry and Finance committee should discuss plans to close that deficit with revenues or expense offsets, as expenses are all just about as low as possible. Greg offered to help Gordon think about ways to increase Non-Pledge giving. Illana suggested that we find out if the 5% increase in COLA is the right number; however, the bishops office is recommending the 5% increase this year. Audrey reported that reserving parking spots for Hinton Construction has helped the 2023 operating revenues some.

Dean's Report

There will be "Carols from the Cathedral" televised on RMPBS on January 22nd at 7:30pm and on January 25th at 10:30am. Richard asked the Vestry to watch this offering and to share it with friends, family, and fellow parishioners.



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Richard confirmed that he will begin sabbatical on January 1, 2023. Below is a summary of the arrangements that he has made in his absence:

The Right Reverend Dan Edwards will oversee pastoral care, the emergency clergy phone, he will preach twice a month, oversee all FIA & justice-oriented work, and serve as host of the Dean's Forums.

Katie and Broderick are equally in charge, along with Director of Operations, Audrey Chapman, and will give direction to both Bishop Dan and the rest of the staff.

Audrey Chapman will continue to oversee all that she normally does and she, Katie and Broderick will meet regularly to make sure that all is functioning normally within the church and administration.

The Reverend Deacon Jack Karn begins February 1, and his title is Deacon for Community Partnerships. Jack's supervisor while Richard is on sabbatical will be Bishop Dan.

Richard reported that the Capital Campaign is making good progress and that he has met with six of the top ten households that were identified by the CCS feasibility study. Richard and Greg have a big meeting on 12/12 with another major giver on the list. It's too early to report the commitments from the list but there is positive momentum.

On January 15th, Mary Kate-Doyle from CCS begins working onsite at Saint John's full time in her role as the lead consultant for the campaign. She will work very closely with Gordon and the rest of the committee as they begin the next phases of the campaign.

A study of the Columbarium will begin to uncover the exact extent of foundational and other damage in order to develop a clear estimate and proposal for the project.

Stained glass window repairs will begin in early 2024 and last for a year or so, HVAC for the Parish Building (which is where the staff offices are) will begin in the spring of 2024, and then in the summer of 2024 work on the columbarium will begin.

Pledging for 2023 is tracking ahead of where pledging for 2022 was at this same point last year which is a good sign and a big push to finish the budget and encourage participation in giving will happen in January.

As this was his last Vestry meeting before his sabbatical, Richard expressed his deep gratitude to the outgoing vestry wardens and members and to the warden nominees, Helen Richardson (senior) and Zoe Smith (junior). Richard also expressed his gratitude to Leigh for continuing to chair the Campus Stewardship Task Force.

Canon Precentor Report

Broderick reported that the search for a new sacristan is going well. and he is in conversation with two candidates.

Canon Pastor Report



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Katie reported that the list of the departed has been growing. She also noted that the communications department will be very busy through the end of the year and asked the Vestry to help keep non-essential projects off their plates through January. Katie mentioned that Evans and Enrique are working on volunteers to help with communications.

Katie expressed excitement that the 10:30 AM service has more children than in recent memory, and that there are approximately 2-4 new families every month. Children are back using the Ark during tithing, and there were 25 children in chapel each weekend. Saint John's staff are now suggesting and supporting EFM as the next step after the Catechumenate.

Senior Warden's Report

The Campus Stewardship & Revenue Planning Task Force (the Task Force) received a parking study from consultants Kimley Horn as part of their current work with Tryba Architects to assess the potential uses for the properties the cathedral owns in Capitol Hill between Colfax and 13th and Clarkson and Washington. The study is quite detailed and can be shared with anyone who's interested in reviewing it.

In June, the Vestry agreed to spend a portion of the funds from Bessie Spencer's bequest to make Life and Security upgrades to the Kimberly Apartments in the hope that Saint John's can continue to operate the apartments and bring in revenue for a few more years. The upgrades have been moving forward quietly in the background and they are on track despite delays based on supply chain issues. The project should wrap up in the late spring or early summer of 2023. Audrey is the lead staff liaison for the project. side.

Leigh reported that the Task Force hopes to see a new contract with Tryba for the next phase of work in the next couple of weeks.

\$50,000 of the \$200,000 Trinity Grant will fund a market analysis study to be provided by HR&A (Real Estate Development Consulting Firm). HR&A will undertake an analysis of the local demographic and real estate trends to evaluate the local market for mixed use and mixed income development. HR&A will also study the housing market to inform programming for the site and facilitate a discussion with the Task Force to identify one addition use, for example, small scale commercial, or certain types of retail to evaluate in the market study that is aligned with the church's mission and vision for mixed uses on the site.



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Capital Campaign Update

Per the recommendation of CCS, the Vestry was provided with and asked to sign a Confidentiality Agreement about the capital campaign. Gordon handed out the agreement collected the signed forms.

Junior Warden's Report

Michael V. thanked the Vestry for setting up a more formal structure for the nominating committee. The Charter can be viewed on pages 6-7 of the Vestry packet.

Greg moved to approve the Charter of the Nominating Committee with one change to make the Curate ex-officio, non-voting member. Rebecca seconded the motion. The motion passed unanimously.

Consent Agenda

The minutes of the November 2022 Vestry meeting will be provided at the January 2023 Vestry meeting.

Closing Prayers

Meeting adjourned at 5:56pm



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