

St. John's Cathedral
Vestry Meeting Minutes
August 8, 2018

5:00 p.m. – Vestry Meeting begins

Members Present

Bruce Barcelo, Chris Steilberg, Claude Moulton, Debbie Baker, Patricia Young-Jones, Bill Fouraker, Martha Cox, Lindsey Riggs, Forrest Andrews, Tommy Donahoo

Quorum:

Yes

Treasurer

Charles Winney

Clergy/Staff Present

Dean Kate, Meredith Cataland, Cindy Cooper, Nicole Andress

Devotion/Opening Prayer

Dean Kate led the opening prayer.

Check-in (Successes and Challenges)

Dale Beaman lead today's meeting and stated that every decision is made with love. She then asked everyone: "What one word do you think of when you think of love?" The answers provided were: peace, empathy, safety, faith, from the heart, compassion, open mindedness, commitment, taking time, inclusion, emotion, and caring.

Dale then reviewed the next steps from the flip chart notes from the Vestry retreat in June and taking the next steps to figure out what is needed. She discussed that the goal is to empower the Vestry and the congregation to follow the plan.

She asked what have been some successes since the retreat and one example provided was the music strategy. There have been two meetings since the retreat and there has been a fairly robust analysis; determining what to achieve, what to preserve, and what to avoid. They plan to continue after Rally Day and will meet the week after next on the Thursday before Rally Day. Another example given was that the Vestry reacted well to an issue brought to them through the Properties Committee regarding nursery issues and the move of administrative staff. There will also be a meeting Sunday for the table leaders of the Dean's Forum.

Continue Building the 18 Month Plan

The next steps were then discussed and the Outreach council will be meeting with the Dean and Dianne Larson to create a better understanding of the council and its' role. Bruce Barcelo and Lindsey Riggs will be brought up to speed. There will also be clarification on the roles of the council. Claude Moulton will be consulting with Nancy Purcell about the communications plan and

discussing electronic communications and monitors in the Cathedral and determining what capital would be involved.

Determine Approach to Move the Plan Forward

Discussion then turned metrics and the common definitions of them. Dale provided an 18 month plan scorecard as an example. One example of how to measure success was to track the number of volunteers, set a target for growth, and then compare to the actual number. Dale suggested that when the Vestry is determining the metrics, that they should look at the strategic goals and what the initiatives are, and from there setting the metrics. One initiative that was suggested was to set up a tracking system. Dale recommended that the Vestry come up with broad goals and initiatives (SMART goals) and then send these to the councils for them to adjust these goals, create an action plan, and capture the data needed to meet these goals. An example was given for the Outreach council to identify the different groups and determine the actual number of volunteers involved in them. Dale encouraged the Vestry to be realistic about the goals that are set. She reminded the Vestry that the 18 month period is from July 2018 to the end of 2019 and that the goals that are set may be in phases. She also suggested that the scorecard or a comparable dashboard report can be looked at quarterly or monthly to track progress.

It was pointed out that there was a continuity plan or a transition plan in place to address changes in council leaders or Vestry members. Dale suggested that this be an initiative for the Vestry to implement. A suggestion was made for outgoing Vestry member to stay on the council and serve a mentor for the new member. The need for clarity to carry forward the goals of the Vestry and council was discussed. It was suggested that each individual council be responsible for their nomination process for new members, meeting schedule, and that membership recruitment be handled by whomever is in charge of that council. It was pointed out that the process of creating initiatives and sending them to the councils and the members that they serve will vary from council to council, and the Parish Life council members pointed out that with nine groups and 31 events that this discussion may be more conversational in tone.

Dean Kate discussed the Path to Discipleship that she had created and that the overall goal was to bring people to Christ. She discussed tracking moving people into membership, from there into a ministry, from there into giving not as form of paying due but with a glad spirit, from there to living as a faithful member, and to the final level as a disciple who practices the seven core disciplines.

Several questions were raised as to how to determine satisfaction and if there is a certain percentage that fits the criteria, and how will satisfaction be measured. Another option of measuring growth suggested was track activities and attendance. It was pointed that the council may identify what the membership metrics are and the tracking of them but not implement it in the 18 month timeframe.

She discussed that during 2018, the visitors are tracking younger than previously. A concern is that the members of the church are not engaged, and the goal is to make it available to everyone and to help people get to the next step. It was suggested that one of the ways to help move people on the path is for members to provide a personal touch to visitors and that events could serve as a soft approach along with introductions.

It was pointed out that there is a diverse membership at the Cathedral and discussion turned to how to minister to someone. It was pointed that there are thousands of ways to minister and help make it

more tangible. There is new software available to the church that is more high tech and more high touch than what is being used currently.

The subject of connections inside and outside of St. John's was raised. It was suggested that we look at what others have done successfully and see how the church compares and if there is anything that could be implemented.

The various councils were reviewed and it was debated as to whether it was better to have the council chair separate from the Vestry liaison is more effective than both roles being held by the same person. It was pointed out that the key roles and responsibilities need to be clarified in addition to determining who needs to be involved in terms of strategy. Flow charts were suggested to define the structure of the different councils.

Dale used the Stewardship and Development Council as an example in setting initiatives. It was suggested that there be a chair for the pledge drive and the also one for the annual signature event.

The first initiative was the upcoming Pledge Drive which would start on Rally Day (August 26) and end on Ingathering Sunday (October 28). Metrics suggested for this initiative were pledge units, dollars pledged, and the percentage received of amount pledged versus the actual amount.

Several other initiatives suggested were to grow the endowment/preservation fund and increase it to 10 million dollars, increasing the Legacy Society, which could be tracked by number of members and the amount raised, and a final initiative of increasing donor recognition/stewardship. Dale pointed out that initiatives need an end date, action steps, and metrics (target and actual).

Wrap Up and Agreement on the Path Forward

Dale began wrapping up the meeting by laying out what the next steps would be: 1) to refine the goals/initiatives (make them SMART goals), 2) create metrics and determine what the target is (if known), 3) determining coordination points or connections between the councils.

The plan is for each council to create initiatives and send them to Dean Kate's office by Tuesday, August 14, review them at the next Vestry meeting on Thursday, August 16, and then reviewing them at each Vestry and council meeting to make sure that progress is being made.

Other

With nothing further, the meeting was closed in prayer.

Minutes submitted by Nicole Andress.