

**St. John's Cathedral  
Vestry Meeting Minutes  
November 15, 2018**

6:00 p.m. – Vestry Meeting begins

**Members Present**

Bruce Barcelo, Chris Steilberg, Claude Moulton, Tom Burrell, Bill Fouraker, Forrest Andrews, Tommy Donahoo, John Sefton, Deborah Baker, Chris Haley (by phone)

**Quorum:**

Yes

**Treasurer**

Charles Winney

**Clergy/Staff Present**

Dean Kate, Meredith Cataland, Nicole Andress, Cindy Cooper

**Devotion/Opening Prayer**

Claude Moulton led the opening prayer.

**Moment of Gratitude**

Thanks to the Finance Committee for everything they do.

Thanks to Sylvia Armsby for the Veterans' Day service and also including the poem "In Flanders Field" on the bulletin.

**Approval of Last Meeting Minutes**

Claude Moulton made a motion to approve the meeting minutes from October 18. Tom Burrell seconded the motion. With no further discussion and no objection, the minutes were approved.

**Nominating Committee Update**

Tommy Donahoo updated the Vestry on the progress of the Nominating Committee. They need to have ten people to run and currently have six. A request for nominations should be shared both in print and in the announcements four times before December 15 and the nominating committee will need to meet around that time to select a slate.

**Finance Report**

Meredith Cataland presented the monthly report and explained the handouts.

**Brown House**

Tommy Donahoo updated the Vestry on the status of the Brown House. The closing will occur tomorrow and it will be a cash sale of \$585,000 with a net of about \$540,000.

John Sefton made a motion to accept the Finance Committee's recommendation that with the proceeds of the sale of the Brown House there should be a repayment to the Operating Account for the maintenance and upkeep of the Brown House for 2018. This will be about \$5000 and then use

the balance to pay down the line of credit the Cathedral has. Forest Andrews seconded the motion. The motion passed.

Claude Moulton then made a motion to approve the sale of the Brown House. Tom Burrell seconded the motion. The motion passed.

### **Council Reports with Metrics**

- Stewardship & Development – There are currently 289 pledges for a total of \$1,027,000 with a target of 400 pledges and 1.35 million dollars. The Vestry will be calling those people who pledged last year but not this year. They are currently working on developing a strategic plan.
- Worship, Music, & Arts – They will be meeting next week and are currently working on several events including St. Andrew's Evensong and the Advent Processional. They are also working on developing a fourth service and the training for lectors in January.
- Parish Life – They are learning more about the Realm software and participating in an online webinar. They want to ensure access by volunteers and learning more about data mining possibilities in Realm so that they can determine the talents the parish has.
- Christian Formation – Tom Burrell is working on scheduling a meeting to go over the strategic goals of the council.
- Outreach – Dianne Larson will be stepping down as the chair as of December 31 but will continue on the committee. It is a small committee and they would like to recruit more people.
- Properties (with update on Brown House) – Chip Bachara is stepping down as chair of the committee at the end of the year. Several members would prefer to have an ADA compliant ramp at the Annex which permitting is in progress for. While historical churches are exempt from ADA compliance, the Annex will have a compliant ramp installed. The committee is also working on tracking expenses relating the lighting and the heating and air conditioning.

### **Episcopal School Board Members**

A list of the members of the board of Episcopal School was distributed to the Vestry and Dean Kate highlighted which board members were also members of the Cathedral. Bruce Barcelo made a motion to accept the members of the board with Tommy Donahoo seconding. The motion passed.

### **Aging True Board Members**

A list and biographies of the new members of Aging True were also distributed to the Vestry with Dean Kate listing the Cathedral members. John Sefton made a motion to accept the new board members with Bruce Barcelo seconding. The motion passed.

### **Dean's Report**

Dean Kate informed the Vestry that the Cathedral is hiring for a bookkeeper and is currently determining what is needed for a Facilities manager before proceeding with the hiring process for that position.

Some of the staff have moved over to the Annex and there will be a ribbon cutting in the beginning of December. She also let the Vestry know that there will be a new Deacon starting on December 2 and will be working on discerning her ministry.

Dean Kate is also very concerned about the passing of several young men in the parish from drug overdoses and is working on determining how to best address this.

**Closing Prayer**

With nothing further, the meeting was closed in prayer.

Minutes submitted by Nicole Andress.