

**St. John's Cathedral
Vestry Meeting Minutes
November 16, 2017**

6:00 p.m. – Vestry Meeting begins

Members Present

John Sefton, Claude Moulton, Joe O'Shields, Martha Cox, Faye Wisner, Debbie Baker, Lindsey Riggs, Bill Fouraker, Patricia Young-Jones, Chris Steilberg, Kirk Altman, Tommy Donahoo

Members Absent

Robert Hyde

Quorum

Yes

Treasurer

Charles Winney

Clergy/Staff Present

Kate Moorehead, Meredith Cataland, Tina Hutcheson

Clerk

Tina Hutcheson

Devotion

Led by Martha Cox

Moment of Gratitude

Bill Fouraker mentioned Kirk Altman's earlier email regarding Donna Meyers-Perry and the work she does. Tommy Donahoo thanked the Kairos group for their work with inmates. Dean Kate recognized Eman Ziyadat for cooking for ingathering. Dean Kate and Joe O'Shields also thanked Ken Meyers for teaching. Bill Fouraker recognized Tim Engemann and the sextons for their response to a medical emergency during the Episcopal School event. Claude Moulton thanked Laura Lane for her work with the Outreach Council.

Approval of Last Meeting Minutes

The previous meeting minutes were amended to include the presence of Kirk Altman. There was a motion and second to approve the previous meeting minutes as amended. The minutes were approved.

CAP Nominee Approval

Dean Kate introduced a board member submitted by the Cathedral Arts Project for Vestry approval. (See attachment) Debbie Baker made a motion to approve the nominee. Lindsey Riggs seconded the motion. With no further discussion, the nominees were approved.

Finance Report

- Pledge Drive Update – Chris Steilberg reported that pledges are above where they were at the same time last year. Meredith provided detail on the pledge totals. Dean Kate pointed out that there are many new pledging families this year. She also recognized Meredith and Devanne Jones for the visual display.
- Budget v. Actual – Meredith reported on finances. There was brief discussion regarding the need for a new server next year.

Development Report

Dean Kate reported that she, Meredith and Gloria Miller, along with Tina Hutcheson's help, have continued development efforts until a director can be hired. She gave update on the Legacy Society and Preservation Fund, and also explained the efforts around meeting with donors. Tommy Donahoo added brief description of the options for providing for the Cathedral in a will. There was follow-up discussion around the search for a Development Director.

Nominating Committee Report

Claude Moulton invited the Vestry to give recommendations. He discussed a list of potential nominees and how to select the best candidates. There was follow-up discussion around nominee requirements and qualifications. Bill Fouraker provided brief guidance from the bylaws.

Cathedral District-Jax Report

John Sefton updated on the progress of the sale of the Community Connections property. Dean Kate added that ECBF is very cooperative. Tommy also added that the Diocesan Office supports the work. There was brief follow-up discussion.

Reports from Leadership Councils (< 5 mns)

- Properties – Martha Cox reported on the Rotchford House. She also updated on the roof at The Cathedral School. There was also discussion regarding security around the Cathedral.
- Parish Life – Patricia Young-Jones reported that things are quiet. She updated on the work of the Shepherds. There was also discussion regarding the hearing impaired equipment.

- Christian Formation – Joe O’Shields reported that they are looking forward to bringing new people onboard.
- Worship, Music & Art – Faye Wisner reported they have a plan for ushers during music events and are also working on reception processes. She also reported that the Wedding Task Force has started. Debbie Baker reminded everyone of the St. Andrews Evensong, Advent Pro and Karim’s Christmas Concert.
- Outreach – Claude Moulton discussed a handout summarizing the council’s last meeting. He also discussed the support to schools. He also announced that Laura Lane is retiring as chair and Dianne Larson will take that position.

The Vestry was given instructions for the Phone-a-thon beginning immediately following the meeting.

With nothing further, the meeting was closed in prayer.

Minutes submitted by Tina Hutcheson

CAP Board Nominee

Frances Jabbour is a mother of three from Toronto Canada. She holds a Bachelor of Arts degree in psychology and worked as a Vocational Rehabilitation Consultant and a field placement coordinator for her local college before she began her family. She speaks Italian and French and enjoys yoga, golf, cooking and volunteering at school functions. She is already talking about CAP's Adopt-A-Class initiative.

About 18 years ago, she and her husband, Anthony, relocated to Orlando and spent 10 years there. For the past 8 years she and her family have called Ponte Vedra Beach their home. During this time, they have been donors to CAP and regularly attended our events. Frances has three children: her oldest son Sam is a Senior at Elon University; her second son Joey is a Freshman at Marshall University and her daughter Emma is in 7th grade at Palmer Catholic Academy.