

**St. John's Cathedral  
Vestry Meeting Minutes  
Meeting via Zoom  
November 19, 2020**

6:00 p.m. – Vestry Meeting begins

**Members Present via Zoom Conference call**

Tom Burrell, Michael Corrigan, Jayne Barry Hill, Jane Lester, John Sefton, Laura Lane, Claude Moulton, Lisa McKenna, Martha Cox, Joe Kincart, Chris Haley, Charles Winney, Bruce Barcelo

**Quorum:**

Yes

**Clergy/Staff Present**

Dean Kate, Bob Dannals, Debbie Johnson, Kitty Cash

**Devotion**

Laura Lane gave the devotion.

**Moment of Gratitude**

Tim Tuller for his Vienne concert and all the work he is doing to prepare the music for all the holiday services.

All of the staff support for the 2020 Acts of Gratitude kick-off.

**Approval of Minutes for November 19, 2020**

Jane Lester moved to accept the minutes, John Sefton seconded. They were approved unanimously.

**Financial Update**

Chris Haley reviewed the current pledge status and as of November 19<sup>th</sup> the Cathedral has received 90% of pledges for 2021 in comparison to 2020 pledges received. Also of note there are 58 people who have not pledged for 2021 and we still have a month to go in 2020. Kate mentioned there are 45 new pledges this year. The average pledge last year was \$4061, the average pledge this year was \$4408.

Debbie Johnson presented that the Finance Committee will review the budget in June 2021 for the balance of 2021 due to the uncertainty of the pandemic. A very conservative budget was forwarded to all members earlier. She asked the group to review the proposed budget and to contact her if anyone had any questions. If there are no changes this will be the budget presented to the Vestry for a vote at the next Vestry meeting. Kate told the group about staff changes. Jon Baugh will leave the Cathedral and be reassigned to another church at the end of the year and Forrest Andrews will leave his part time position at the end of February. He will be a contract employee paid by each job he assists with. The loss of facility rental during the pandemic caused a short fall and made necessary the additional cuts in staff. Jane Lester brought several items for the Vestry to consider. She stated the cash carryover number is low and differs on several reports. Jane also reported the Outreach Council budgeted amount will be based on the council's determination of how they will spend the funds. No money was allocated for Arabic Services. No appropriation for building repair. Jane Lester suggested the cash overage at year end go to the Saint's Fund. Claude mentioned he would feel it would be appropriate if the building repairs were reflected in the 2021 budget.

**Episcopal Board Review**

Steve Busey talked about the status of the relationship between Episcopal School of Jacksonville and St. John's Cathedral. The school continues to push towards changing the Articles of Incorporation so that fewer members of their board are required to be members of the Cathedral. Other guidelines are in place to always keep the school as a Christian Episcopal school. When the school was founded, these guidelines made the Dean of the Cathedral the chair of the Board of Trustees but as the school grew it became too burdensome to chair the Trustees. Therefore, the charter was changed many years ago so the Dean became the vice chair. The other change was that 4 of the 24 trustees be members of the Cathedral. The school feels this 4 of 24 ratio limits the pool of candidates. The school is asking to reduce the number of Cathedral members to be reduced to 2. Kate was given a special one-time remission that her children be allowed to attend tuition free.

It is suggested that the articles of incorporation be amended so that any future Dean, whose children are qualified to be admitted, be granted free tuition. Steve has been reviewing the articles to revise and update them. The amended and restated articles of incorporation that will be circulated prior to the next Vestry meeting. The changes will be considered by the Governance Committees 11/20 and will go before the Board of Trustees in December and if approved the they red-line version will be brought before the Vestry in the January 2021 meeting. Also, Adam Greene, Headmaster will speak to the Vestry about the changes and answer any concerns. Bob Dannals suggested associate priest also be offered the full tuition remission with a limited number of children specified. Kate thanked Steve for his exemplary service over the past 30 years. Chris Haley mentioned his family and Martha & Adam Greene have discussed more ways the school & Cathedral can do more together.

### **Council Reports**

Christian Formation Council: Joe Kincart asked Owene to give her a report of what the budget should reflect as to budget 2021. The offerings are very robust offerings.

WMA: Jane Lester submitted two reports. They have a heart felt request to have a live-stream the SD services for Christmas eve services. Kate agreed it was a good idea. Chris suggested getting a quote to have it done professionally. WMA suggests Taize services begin in Lent. Due to the numbers in SD services singing should be stopped.

Outreach Council: Laura Lane reported the council is working to get the budget numbers correct and is working on getting the Council to approve the proposed budget. The Angel Tree will also be provided this season. A coat and sweater drive is taking place during the holidays. The next year will see the Council working with Family Promise, Church Without Walls, St. Mary's, Blessings in a Backpack and Blood Drives every 9 weeks.

Parish Life Council: Jayne Hill reported the Council was mainly focused on the concept of 2020 Acts of Gratitude. It was a collective effort of several councils & clergy. 2020 Acts of Gratitude will run through December. Please share your acts of gratitude on Realm or share with Devanne or Jayne and it will be reported as just an act with no personal mention. Other plans are to add more people to the Parish Life Council and also have a varied composition to better reflect the makeup of the congregation.

Pastoral Care Council: Bruce Barcelo reported Pastoral Care council is meeting every two weeks. The group is concentrating on how the clergy are, on a daily basis, contacting parishioners in need. Fr. Jon has found a software solution called Note Bird to track the contacts and needs of the Parish for use by Clergy. Michael Corrigan and Bruce vetted the software and Fr. Jon is in the process and instituting the program. Note Bird is more secure then using Realm to track private parishioners' issues.

### **Dean's Report**

Luminary bags will be sent to members to bring to the cathedral on Christmas Eve and place around the campus. The Cathedral District is lit with white lights in the trees and the churches are lit for a drive around viewing.

Save the date for CEEP Virtual Annual Meeting, March 3 – 6.

Bob Dannals suggested a Vestry party at his home. December 13<sup>th</sup> was decided on as the best date.

### **Next Meeting**

Thursday December 17, 2020.

### **Closing Prayer**

Minutes submitted by Kitty Cash.