

**St. John's Cathedral
Vestry Meeting Minutes
Meeting via Zoom
December 17, 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, Claude Moulton, Martha Greene, Martha Cox, Chris Haley, Bruce Barcelo

Quorum:

Yes

Chancellor

Steve Busey

Guests, Clergy and Staff Present

Ward Blakley, Joel Embry, Ginny Myrick, Dean Kate, Bob Dannals, Debbie Johnson, Kitty Cash

Treasurer

Charles Winney

Devotion

Chris Haley gave the devotion.

Moment of Gratitude

John Sefton thanked all the Vestry for their hard work this past year and the Finance Committee and Ginny Myrick for the Cathedral District Light Show. Debbie Johnson for her marvelous work with the church finances and especially the budget process this year. The process went very smoothly and was completed prior to year end which is a great accomplishment.

Jayne Hill everyone Beth Wilson, Tim Tuller and choir for the Advent Processional. They watched from home and it meant so much to her family watching it together.

Michael Corrigan thanked Cheryl Bowen for the virtual children's pageant and drive by nativity scene.

Kate recognized Fauod Zabaneh for his stellar work at videoing the services.

Martha Cox asked to recognize Liza Haley for her writing to Pixianne Beasley and how much the letter meant to Pixianne. And to thank Michael Corrigan for inspiring the youth to write the letters.

Approval of Minutes for November 19, 2020

Claude Moulton moved to accept the minutes, Michael Corrigan seconded. They were approved unanimously.

UF and Cathedral Plans

Ginny reported the site visit of Ward Blakley & Sid Girvin to the CityLab campus in Orlando. Ward explained that CityLab is an off campus school for graduate studies from the Architectural School at UF. And 2 year under graduate programs in Architecture. They have approximately 80 students. The program being planned for Jacksonville will be called JaxLab. The plan is for approximately the same number of students as Orlando. The push is to have students work full time and get their degrees at the same time while living in Jacksonville or Gainesville. The plan is to have the school ready to welcome students in the fall of 2021.

CD-J has shown the school several sites to locate the school and they are particularly interested in the Cathedral House 3rd floor. They would renovate the 3rd floor and after looking at the Orlando site the 3rd floor renovations would be minimal. Ginny showed photos of the school rooms. UF wants to introduce an Interior Design to compliment the 2 year program offered at FSCJ and finish their Bachelor Degree. The other program is the Built Environment for Sustainability. More details will be furnished as the negotiations continue.

Financial Update

Joel Embry presented the 2021 budget. The outcome of 2020 has turned out better than he would have predicted in the summer of 2020. There was a loss of income but those funds were made up by generosity of

the congregation and the government PPP loan which will be forgiven the short variance of \$133,000 effective with the October. The management of expenses was the biggest factor in anticipating a positive cash balance. He explained the 2 scenarios for 2021. He suggests a review in 6 months to review the position of the pandemic and a vaccine. He suggests adopting the more cautious scenario. There is a notation at the end of the budget to support the repairs that need to be done to the building foundation. Martha Cox reported a report will be made by the Properties Committee with a comprehensive multiyear plan. Some repairs are currently being completed. Bruce Barcelo clarified the budget being considered is the operating budget, not a capital budget. Solutions are being sought from experts in the field of needed repairs and an RFP will be issued to determine firm cost estimates vs rough field estimates. Joel explained the work currently being done is to seal the building and once that is done then any damage can be repaired. Step on is to stop the damaging leaks and the fixing the damage. Bruce moved to accept Scenario A with the caveat of revisiting the budget in 6 months. Jayne Hill seconded. 7 approved and 2 opposed. Jane Lester said the Finance Committee suggested putting the surplus into the Saint's Fund and the use must be approved by the Vestry. John Sefton said there did not need to any approval by the Vestry as any extra funds are deposited in the Saint's Fund. Jane moved that any overage in the 2020 budget be deposited in the Saint's Fund. Tom Burrell seconded and with no further discussion the motion passed.

Nominating Committee Update

John reported that 4 Vestry members will be cycling off. Chris Haley, Martha Cox, Bruce Barcelo and Tom Burrell. The effort of the nominating committee to replace those positions. At this time there are 9 people who willing to run. Donna Bell, Barbara Fiser, Sid Guiler, Jay Henderlite, Jerry Kelly, Patrick Kimball, Judi Roscoe, and Tom Serwatka. He asked everyone to let him know if they consent. Kate reported the election will be held virtually and details of exactly how it will be handled will be forthcoming. Also nominated for Diocesan Delegates are Chris Collinsworth, Tom Burrell, Robert Bailey, and Chet Wilkerson.

Episcopal School of Jacksonville and Amendment to the Articles of Incorporation

Steve Busey reported he will present at the Vestry meeting in January a red line and clean version for the Vestry's approval. 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, up to 4 children.

Housing Allowance Approvals

A motion was made to approve the attached resolution by Bruce Barcelo and was seconded by Tom Burrell. With no further discussion the motion was approved unanimously.

Dean's Report

Kate asked the group to thank the congregation for their generosity during this unprecedented time. The other item will be presenting the changes that will take place in the event of the approval of the UF JaxLab project. This will take some explaining, communication and transparency to the congregation that is just moving the spaces not eliminating them and additional streams of revenue need to be sought and use the Cathedral building more than just Sunday and Wednesday nights.

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

Next Meeting

Thursday January 21, 2021.

Closing Prayer

Minutes submitted by Kitty Cash.



**SAINT JOHN'S
CATHEDRAL**
EPISCOPAL DIOCESE OF FLORIDA

**St. John's
Cathedral
Housing
Allowance
Resolution
December 17,
2020**

RESOLVED, that a portion of Dean Kate Moorehead's salary in the amount of \$60,000 be designated as housing allowance in 2021.

RESOLVED, that a portion of Fr. Bob Dannals' salary in the amount of \$40,000 be designated as housing allowance in 2021.

RESOLVED, that a portion of Fr. Raja Zabaneh's salary in the amount of \$35,000 be designated as housing allowance in 2021.
