

**St. John's Cathedral**  
**Vestry Meeting Minutes**  
**June 13, 2019**

6:00 p.m. – Vestry Meeting begins

**Members Present**

Forrest Andrews, Bruce Barcelo, Tom Burrell, Martha Cox, Martha Green, Chris Haley, Jane Barry Hill, Joe Kincart (by phone), Jane Lester, Claude Moulton, John Sefton, Chris Steilberg.

**Quorum:**

Yes

**Treasurer**

Charles Winney

**Clergy/Staff Present**

Dean Kate, Cindy Cooper, Meredith Cataland, Kitty Cash

**Guests**

Les Dakens

**Devotion/Opening Prayer**

Joe Kincart gave the devotion

**Moment of Gratitude**

Appreciation for the Chamber Music Concert featuring the Pena Family and Tim Tuller.  
Appreciation for the efforts by Susan & Mike Swan, Scott Hill \_\_\_\_\_ for the Newcomers Reception.

Appreciation for the volunteers who make the Summer Breakfasts a special event each week  
The Vestry presented SJC Clergy & Executive Staff with thank you gifts for their continued commitment to the church

**Approval of Last Meeting Minutes**

Bruce Barcelo made a motion to approve the meeting minutes from May 15th. Tom Burrell seconded the motion. With no further discussion and no objection, the minutes were approved.

**Finance Report**

As the meeting was a week earlier than usual the finance reports were not completed but Meredith Cataland will distribute at a later date.

**Aging True Board of Director Nominations**

Tom Burrell, Sandra Dunnavant and Grady Johnson were nominated as new Directors. Claude Moulton made a motion they be approved. Jayne Lester seconded the motion. With no further discussion and no objections, the motion passed with Tom Burrell recusing himself.

**Human Resource Report**

Les Dakens presented an overview of his report on the Executive Committee's progress in the areas of Goal Setting, Talent Assessment, Organizational Structure, Work Processes and Accountability,

Culture Change, Vestry Interaction, Team Building and Focus, Leadership Coaching, Staff Recruitment and development of a long-term Strategic Plan. An organizational chart is being development to reflect the progresses made and will be shared with the Vestry soon. Les closed his report with 3 Overall Observations concerning Resources, Development and Fundraising and maximizing Dean Kate's impact. Questions were fielded from the Vestry.

### **Council Reports with Metrics**

- Stewardship & Development
  - Fundraising for the upcoming construction has been exceeded. Contracts have been signed and construction of the nursery & new reception area are beginning as soon as COJ permits allow.
  - Marie Tarver is celebrating 30 years of service on 6/15 at SJC and the group approved the purchase and installation of a plaque in her honor.
  - Cathedral Builder's Fund has raised approximately \$6,000. A sample of the brochure (minus the cover letter from the Dean) was presented. The Hardhat breakfast & Tour on 6/30 between services was explained to the group.
  - A recommendation was made and approved for further discussions on naming the Annex after the Brown Family. Details will be presented as they are developed for approval by the group.
  - The flooring replacement leading into Taliaferro Hall will be completed in July.
  - A new Book of Remembrance has been placed in the Reception hallway and will begin to collect remembrances of donations.
- Worship, Music, & Arts
  - The next meeting of the Council will be next week.
  - Of special concern is the coordination of Volunteers and will be discussed in depth with thoughts toward streamlining.
  - The Council will continue to discuss the possibility of a fourth service.
- Parish Life
  - The Council met on May 19. They continue to work toward clarification of duties and meeting times. New details will be shared in August.
- Christian Formation
  - They have not met since the last Vestry meeting in May.
- Outreach
  - No one from the Council was present to report.
- Properties
  - The Properties Committee has contracted with Cool Solutions Group to conduct a Facility and Life Cycle Assessment. Cool Solutions has begun their analysis by reviewing our data and will be on site on Thursday, June 27. We anticipate receiving their Final Report in late July.

### **Dean's Report**

- Clergy: Father Raja Zabaneh has founded an ongoing Sunday evening Arabic service. The inaugural event is 6/16/19 with special speakers and music planned. The services will be held at 7:00 pm in Cummings Chapel and everyone is welcome. Fr. Raja is

- working with the local Arabic community to raise awareness for participants and financial support. This service is the only Arabic Christian service in Jacksonville.
- The funeral of John Donahoo was a wonderful celebration of his life and of SJC's ability to host the largest service ever held. For the service to have been handled so well by all those who served and volunteered is a true example of the Church working together.
  - Prayers: Frank and Emmy Cervený's grandson Clay was killed in a tragic vehicle accident. Please keep them in your prayers as they travel to the UK.
  - Dean Kate will be in Linville, NC next week preaching at services for the parishioners who vacation there in the summer.
  - The book Dean Kate is co-authoring with Scott Brown about Angels in our Midst will be full color and published in October.
  - Construction this summer will bring great needed improvements after the dust settles.

### **Other Business**

- A request was made to poll the group on dates of availability via e-mail.
- Also requested are name tags for Vestry
- An addition to the Vestry Agenda that would be helpful is a list of important dates of which the Vestry should be made aware.

### **Closing Prayer**

With nothing further, the meeting was closed in prayer.

Minutes submitted by Kitty Cash.