

**St. John's Cathedral
Vestry Meeting Minutes
May 21, 2020**

6:00 p.m. – Vestry Meeting begins

Members Present via Zoom Conference call

Tom Burrell, Michael Corrigan, Chris Haley, Jayne Barry Hill, Joe Kincart, Jane Lester, John Sefton, Laura Lane, Claude Moulton, Martha Greene, Lisa McKenna

Quorum:

Yes

Clergy/Staff Present

Dean Kate, Debbie Johnson, Forrest Andrews, Bob Dannals, Kitty Cash

Treasure

Charles Winney

Devotion/Opening Prayer

Jane Lester

Moment of Gratitude

Staff for keeping the church in touch with all that is going on with the constant communications & specifically Kitty Cash for scheduling the zoom meetings.

Beth Wilson for the scheduling lay ministers for the Pilgrimages

Fr. Jon Baugh for his scheduling of the pastoral care shepherding program

Colin Thakkar for his help with the CARES loan processing

Approval of Minutes April 16, April 30 & May 7, 2020

Tom Burrell moved to approve the minutes, John Sefton seconded and the motion pass with no discussion or amendments.

Financial Update – Debbie Johnson

Debbie reviewed the attached financial documents. She reviewed what each of the documents contained. The documents were as of May 19th. She asked if anyone had any additional questions to feel free to call her. Two trends of note was the increase in giving in response to the request by Clergy in late March for parishioners to pay their annual pledge in full. The other trend was a drop off of contributions after that increase, the level of giving was less than 2019 for the same period and was attributable to no in-person worship.

○ **Historic Preservation Grant**

Documents attached showing details of the grant. The grant would be for the repair and waterproofing of the outside of the Cathedral building. Steve Busey pointed out two caveats that may cause the Vestry to not approve applying for the grant. One is the Cathedral could not expand or do significant renovations for 10 years without approval from the grantor. The 2nd item is that the Church would have to raise \$100,000 as a match prior to applying for the grant. Martha Cox provided exact details of how the matching funds would have to be on hand at time of application and if the grant were received how much would have to be contributed at that time in 2021. Some funds could be in-kind volunteer work that off-set cash on hand. Kate suggests waiting until 2021 to apply and asks Martha Cox to meet with the group who has been meeting concerning the grant. There was a consensus to table to discussion. More in-depth study will be done.

○ **Housing Allowance approval**

An amendment was made to the January 16, 2020 Vestry minutes that showed Fr. Jon Baugh housing allowance as \$30,000 but should have been \$38,000. A motion was made by Jane Lester and seconded by Tom Burrell. With no further discussion the motion passed.

○ **Staffing/Expense cuts**

Debbie Johnson and Forrest Andrews with the Properties Committee have been working to reduce expenses for the physical plant and have found \$39,000. Another reduction can be made by asking Pam Searcy to take on the stewardship manager position part-time along with her work as the Director of Children's Music and Music Administrator because with no face to face services the music programs are currently in a quiet period. Back up live stream sound. This will eliminate \$22,000 from the budget for

the Stewardship position. Fr. Jon Baugh will eliminate the outsourcing of our computer technical support and hire a single person to handle those needs creating a savings of \$10,000.

Fr. Bob Dannals will reduce his hours from $\frac{3}{4}$ time to $\frac{1}{4}$ time and reduce his compensation. He does not feel it is prudent to reduce Kate's rate of pay as the Dean of the Cathedral. She may make a donation back to the Cathedral. Other thoughts will be considered as time progresses based on needs. Bob shared that the Stewardship and Development council is working on an 18-month plan and communicate those plans to the parish for what the next 18 months hold for the church. Michael Corrigan asked the group to keep in mind that the parishioners have also had their incomes impacted. Martha Greene also noted that the communication with the parish will help them realize the church's financial situation and therefore feel part of the process to recover.

Worship Plans

Pilgrimages are going very well. Many notes have been received from those who have attended and felt very safe and were appreciative for the opportunity to visit the Cathedral. Plans are being studied on how to hold Social Distancing (SD) worship services. Kate is strategizing the possibility to launch 2 services on May 31st. Currently Mayor Curry is still limiting groups to no more than 10 people. Kate would consider over-flow for Taliaferro Hall and even outside. The service would be 30 minutes, masks would be worn. Kate feels parishioners will not like the SD worship and will prefer the virtual service but offering them a choice at least gives them the opportunity to make a choice.

Kate asks the Vestry to consider the possibility that SD worship takes place, and someone becomes infected with Covid-19 and then the church would have to close back down. Kate asked the Vestry to decide whether to go forward with SD worship or to stay with the status quo. Bob asked if anyone could identify which category of numbers allowed does the church fall in. Kate stated that each church is allowed to make their own determination of numbers but would like to see the church be respectful and mindful of the guidelines being put forth by the Mayor. Tom Burrell stated it is very important the message be sent for those who are vulnerable should not attend SD worship services out of an abundance of caution. Kate suggested Tom write a message for the E-Eagle about the pros and cons of attending. Jane Lester suggested younger members of the congregation be asked to supplement the worship volunteers who themselves are part of the vulnerable community. List the reading themselves in the E-Eagle versus just the link. Claude Moulton asked if a survey would be of value to poll the parishioners of what they would like to see. Kate confirmed that a survey is in the works. Communicating the guidelines and best practices ahead of time to the parish is key. Joe Kincart suggested someone look into the church's coverage for pandemic liability. Lisa McKenna is on the Properties Committee and she will look into the coverage.

Next Meeting

Thursday June 4th at 6:00pm.

Loose Ends

City-wide Thanksgiving service for all front-line workers May 31st at 5:00 pm. It will be live streamed on YouTube from the Cathedral featuring executives and chaplains from all local hospitals and police and fire services.

Closing Prayer

Minutes submitted by Kitty Cash.

Financial Snapshot
2020 and 2019
Weekly Contributions Comparison

Prepared May 26, 2020

Weekly Contributions

	2020		2019		2020 Increase (Decrease) from 2019
	<u>Sunday Date</u>	<u>Amount</u>	<u>Sunday Date</u>	<u>Amount</u>	
January - Week 1	Jan. 5	\$ 51,937	Jan. 6	\$ 25,202	\$26,735
January - Week 2	Jan. 12	\$ 40,511	Jan. 13	\$ 35,051	\$5,460
January - Week 3	Jan. 19	\$ 18,304	Jan. 20	\$ 21,688	(\$3,384)
January - Week 4	Jan. 26	\$ 19,940	Jan. 27	\$ 31,200	(\$11,260)
February - Week 1	Feb. 2	\$ 40,263	Feb. 3	\$ 21,106	\$19,157
February - Week 2	Feb. 9	\$ 25,777	Feb. 10	\$ 16,764	\$9,013
February - Week 3	Feb. 16	\$ 22,742	Feb. 17	\$ 9,213	\$13,529
February - Week 4	Feb. 23	\$ 21,378	Feb. 24	\$ 38,725	(\$17,347)
March - Week 1	Mar. 1	\$ 25,696	Mar. 3	\$ 33,010	(\$7,314)
March - Week 2	Mar. 8	\$ 13,048	Mar. 10	\$ 13,249	(\$201)
March - Week 3	Mar. 15	\$ 20,033	Mar. 17	\$ 12,893	\$7,140
March - Week 4	Mar. 22	\$ 24,046	Mar. 24	\$ 32,423	(\$8,377)
March - Week 5	Mar. 29	\$ 22,439	Mar. 31	\$ 14,101	\$8,338
April - Week 1	Apr. 5	\$ 48,206	Apr. 7	\$ 25,296	\$22,910
April - Week 2	Apr. 12	\$ 65,907	Apr. 14	\$ 24,975	\$40,932
April - Week 3	Apr. 19	\$ 43,481	Apr. 21	\$ 34,061	\$9,420
April - Week 4	Apr. 26	\$ 26,191	Apr. 28	\$ 33,357	(\$7,166)
May - Week 1	May 3	\$ 11,782	May 5	\$ 52,139	(\$40,357)
May - Week 2	May 10	\$ 20,472	May 12	\$ 15,153	\$5,319
May - Week 3	May 17	\$ 24,385	May 19	\$ 31,751	(\$7,366)
May - Week 4	May 24	\$ 10,419	May 26	\$ 12,768	(\$2,349)
		<u>\$ 596,957</u>		<u>\$ 534,125</u>	

2020 Amounts = Blue Bars
2019 Amounts = Orange Bars

