



**Vestry Meeting Minutes**  
**3/19/2026**  
**6:00 p.m.**  
**St John's Cathedral**

**Call to Order: 6 pm**

**Members Present:** John Bass, Rebecca Black, John Erstling, Glenn Guiler, T.R. Hainline, Paige Hakimian, JJ Howell, Patrick Kimball, Laura Jane Pittman, Adam Smith, Shane Williams

**Members Absent:** Martha Cox, Louis Russo

**Others Present:** Paul Arrington, Treasurer; John Sefton, Chancellor; Caroline Nichols, Alternate

**Clergy and Staff Present:** The Very Rev. Kate Moorehead Carroll, Dean; Rev. Canon Mark Anderson, Vicar; Megan Cochran, Parish Administrator

**Quorum:** Yes

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**Opening Devotion:** Shane Williams gave a reflection on a Prayer for an Easter Vigil from Sojourner's magazine.

**Moment of Gratitude:** Patrick Kimball- For the cathedral hosting the Interfaith Iftar Dinner and everyone who made it possible; Shane Williams- John Barry's life and service; Laura Jane Pittman- Louis Russo and everyone who worked on the 2026 Strategic Plan; Glenn Guiler- Kathryn Bissette and the Bookstore Committee for all their terrific initiatives.

**Approval of Minutes:** Upon review of the January 22, 2026 meeting minutes, there being no corrections or changes to make, Glenn Guiler motioned to approve the January 2026 minutes, and John Erstling seconded. All present voted to approve.

**Financial Report:**

- Revenue- Pledged revenue is coming in under budget and unplanned revenue is coming in over budget.
- Expenses- Expenses are under budget so far.

**Election of Junior Warden and Clerk:** Martha Cox nominated Patrick Kimball for another year as Jr. Warden and Glenn Guiler as Clerk of the Vestry. Shane Williams motioned to approve Kimball and Rebecca Black seconded. John Erstling motioned to approve Guiler and Patrick Kimball seconded. All present voted to approve both nominees.

**Undesignated Legacy Gift Allocation Policy:** Fr. Mark presented a new policy for handling undesignated legacy gifts, which will allocate one quarter of undesignated legacy gifts to Unrestricted Reserves, one quarter to the Legacy Endowment for operations, and half to the Plummer Endowment for preservation and maintenance of Cathedral facilities. The policy includes caps to prevent overfunding of any particular area, and Mark explained it was developed after careful consideration of different priorities and perspectives. Rebecca Black motioned to approve the policy and JJ Howell seconded. All present voted to approve the policy.

**Strategic Plan Update 2026:** Dean Kate presented the final draft of the 2026 Vestry Strategic Plan that was the focus of the February 7, 2026 Vestry Retreat. The plan includes five goals for strategic growth and development:

- I. Build our congregation and build diversity
- II. Enhance and expand a welcoming environment for formation and spirituality programs
- III. Engage in outreach to the community
- IV. Ensure the maintenance and preservation of all Cathedral facilities
- V. Increase financial resources to provide for facilities and future generations.

Each goal has corresponding objectives for clarity and purpose. Measurable targets and timelines will be added to the plan, which will be reviewed quarterly. Patrick Kimball motioned to adopt the plan and Shane Williams seconded. All present voted to adopt the strategic plan.

**Bookstore Committee Outreach Proposal:** In gratitude for this strong year, the committee recommends that the vestry approve a \$5,000 outreach gift to support children's literacy for disadvantaged students in our community. Specifically, the committee proposes distributing \$1,000 donation each to five Title I elementary schools, one in each of the following counties in our diocese: Duval, St. John's, Clay, Nassau, and Putnam. These funds would be designated for the purchase of books to support classroom libraries, media centers or literacy initiatives at each school. For Duval County, the committee recommends West Riverside Elementary, where the cathedral already has an established relationship through our previous support of Blessings in a Backpack. In the remaining counties, the committee will select schools based on existing bookstore relationships and connections within those communities. Rebecca Black motioned to approve and Glenn Guiler seconded. All present voted to approve.

#### **Affiliate Board of Directors Nominees:**

- **CDJ:** Stacy Watson May, Drew Frick and Nathaniel Ford- Shane Williams motioned to approve and TR Hainline seconded. All present approved.
- **CAP:** Sharlene Shirk- John Bass motioned to approve and Glenn Guiler seconded. All present voted to approve.

#### **Council Reports**

- **CAP:** Recently won a \$260k challenge grant and must raise matching dollars. Showcase and Spring for the Arts are coming up.
- **CFW:** Upcoming offerings include financial literacy and a facilitator training.
- **Formation:** There was no meeting last month
- **Outreach:** The blood mobile is not getting enough donors. Fifteen donors would create \$300 for children's ministries.
- **Parish Engagement:** This council is under reorganization.
- **Properties:** A new alarm system was installed in the Brown House and the cathedral buildings are next. Approximately \$200k is needed for HVAC updates and repairs, and donors are being sought so the work can get under way as soon as possible.
- **Stewardship and Development:** The theme for the Fall pledge drive will be Becoming Whole and the Cathedral will host an exhibit of the Earthball in the nave.
- **Worship, Music and Arts:** There are many opportunities for ministry within the areas of worship, music and art, and parishioners are encouraged to engage as volunteers.

**Vicar's Report:** Fr. Mark provided administrative updates. The Stewardship and Development council is working on a named endowments policy. Rev. Tom O'Dell will become more active with Pastoral Care.

**Dean's Report:** Dean Kate is rolling off a six year term on the EPN board of directors and has been approved for another two year term on the Homelessness Commission. We are launching a new podcast called Let's Dive In where Ed Daniels interviews the clergy about the sermon for the week.

**Closing Prayer:** There being no other business to discuss, the group closed with prayer and adjourned.

Minutes are respectfully submitted by Megan Cochran