

# **DRAFT MINUTES OF THE ANNUAL MEETING**

## **January 21, 2018**

The Cathedral had a combined service at 10:00 a.m. at which the newly-appointed Interim Dean Dan Webster preached and celebrated.

Following the conclusion of this service and after a short interval to allow Clergy, Acolytes, and Choir to change vestments, Senior Warden Charlie Hawkins called the Annual Meeting to order (approximately 11:30 a.m.).

Agendas with the order of business were distributed to attendees.

### **Senior Warden's Opening Comments (Charlie Hawkins)**

Senior Warden Hawkins announced that 2017 was quite a year. He has been in his position for the last two months of 2017 and reviewed the challenges the Cathedral faced and their outcomes:

- Meet the commitment for the Cathedral to live within a budget that drew 58% less in investment dollars than in the prior year of 2016; *√ Check*
- Provide continuity and leadership during Dean Goodman's sabbatical and subsequent departure; *√ Check*
- Sustain and grow the Cathedral's many diverse ministries; *√ Check* and
- Call an Interim Dean to serve us during the transition year of 2018. *√ Check*

Your Cathedral is fulfilling its mission to be a welcoming community, where all are challenged to live most deeply into their Christian journey. We focus on building up the Body of Christ for the work of the Gospel.

### **Minutes 2017 Annual Meeting**

- The minutes of the 2017 Annual Meeting were presented.
- There were no changes or corrections.
- A motion to accept the minutes as printed, carried.

### **Vestry Elections**

Senior Warden Hawkins stated there was a wonderful response to those who felt called to stand for the Vestry and introduced the nominees for the Vestry. He noted that biographies had been made available via email.

- There is one, one-year term (Class of 2018) for which there were three nominees: Michael Coburn, Margaret Forbes, and Hank Kelly.
- There are four, three-year terms (Class of 2020) for which there were seven nominees: John Barnes, JoAnn Gray, Sandee Holmen, Alyssa Landahl, Lesley Mortimer, Robin Dozier Otten, and Linda White. (Nominee John Barnes was unable to attend the Annual Meeting due to a death in his family.)

## **Convention Delegate Elections**

- Senior Warden Hawkins stated there was one nominee to serve as delegate to the Diocesan Convention and introduced Betsy Bayne.

The floor was opened to nominations for Vestry and/or Convention Delegates. There were none.

A motion to close the nominations carried.

Tellers distributed and then collected ballots; they adjourned to count the ballots.

## **Senior Warden's Comments and Report**

- Senior Warden Hawkins acknowledged and thanked those Vestry members whose terms expired with the Annual Meeting: Annie Jung, Arturo Rangel, Alyssa Landahl, and Sandee Holmen.
- Senior Warden Hawkins thanked Mary Erwin who held the Senior Warden position from January to October of 2017 and led us through a challenging year.
  - Mary had the flu and was unable to attend the Annual Meeting. Attendees were referred to her report in the Annual Report.
- Junior Warden Arturo Rangel stepped in to fill the vacancy of Junior Warden in August 2017 after the incumbent Junior Warden Jeremiah Mustered relocated to Pennsylvania.
- Since Junior Warden Rangel's Vestry term was up and due to traveling commitments, he stepped down as Junior Warden in December and it was necessary to appoint another Junior Warden.
- Diane Butler indicated she was interested in filling this position and was elected by the Vestry to the position of Junior Warden.
- Thanks to Maxine Thévenot and Edmund Connelly. Our music program is a shining star in the southwest and renowned internationally. More importantly, it is an integral part of the glue that holds St. John's together.
- Thanks to Canon Michael Drinkwater and the Rev. Chuck Jones who kept the ship afloat during the months of Mark's sabbatical and after his announced departure; and who breathed new life into many of our ministries.
- A special thanks to the Rev. Carolyn Metzler who inspired us from the pulpit and at the altar.
- Thanks to Cindy Davis who knows everything and does everything.
- Thanks to the Sextons Ken and Kent who are responsible for the maintenance and the cleaning of the Cathedral.
- Thanks to Kathleen Steichen who is hands down the best bookkeeper he has ever experienced in a church, maybe in the universe.
- Thanks to the Vestry for their hard work and dedication during this year of challenge and change.

At this point, Senior Warden Hawkins started listing the various Cathedral Ministries and asked individuals to stand and remain standing if they had served this year in that particular ministry. The ministries were listed in the following order: Christian Formation, Hospitality, Liturgical, Music, Pastoral Care, Outreach, and Governance.

- When he was finished, most of the room was on their feet. He suggested we look around and noted “It takes a Community.” Senior Warden Hawkins thanked all who had participated and initiated a round of applause.

## **Dean Search Process Timeline**

Senior Warden Hawkins then addressed the timeline the Cathedral would follow in its Search Process for a permanent Dean. He encouraged attendees to take a breath and to reflect upon what’s on their mind, and heart, and where we want to go as a Cathedral.

The timeline follows:

- The following timeline was presented and discussed by Charlie:
  - February 11, 2018 – Interim Dean Arrives
  - April, 2018 – Small Group Listening Sessions\*
  - May 5, 2018 – Election of X Bishop, Diocese of the Rio Grande
  - May, 2018 – Congregational Life and Development (CLAD)\*\* Visioning Retreat with Cathedral parishioners and Cathedral Chapter; Survey of Cathedral parishioners
  - June-July, 2018 – Development of Cathedral Profile
  - August, 2018 – Development of Required Candidate characteristics
  - September, 2018 – Announce position
  - October, 2018 – Receive/Review applications
  - October, 2018 – X Bishop, Diocese of the Rio Grande Installation
  - Nov-Dec 2018 – Narrow candidate list, parish visits, interviews
  - January, 2019 – Elect Dean
  - Early 2019 – New Dean in Place

\*Small Group Listening Sessions are like focus groups wherein 8 to 10 congregants meet and discuss or share their ideas.

\*\* CLAD Visioning Retreat discusses where we are now, where we are headed, and where we want to go.

There were no questions from the floor on the timeline.

## **Treasurer’s Report (Kirk Bigger)**

- Treasurer Kirk Bigger announced this was his second Annual Meeting and over the last year, the Vestry has worked hard to reduce both expenses and to raise funds, in order to get the budget in line.
- He referred to the unaudited Treasurer’s Report in the Annual Report and pointed out that total income exceeded total expenses by \$9,966.64.
- The investment draw was maintained at \$80,000.00 (actual investment draw \$79,992.93) and the investment draw target is \$40,000.00 for 2018.
- The factors that contributed to a reduction in the investment withdrawal were: further cost-cutting of expenses; resignation of Dean Mark Goodman; and continued renting of the Cathedral to Christ Church.

- Treasurer Bigger explained that the different number showing in the unaudited financials for the investment fund draw (\$99,441.81) is due to fact that when gifts of stock are given to the Cathedral, they are immediately invested into the investment fund to be liquidated and the cash given back to the Cathedral. This liquidation of gifted stock appears as an investment draw.
- In response to a clarification from the floor, it was stated the investment fund showed a gain of roughly \$75,000 due to a reduction in the withdrawal, additional contributions, and market performance.
- A formal, outside audit is required by Canon and it is to be conducted in April 2018.
- Treasurer Bigger thanked the members of the Finance Committee: Senior Wardens Hawkins and Erwin; Junior Wardens Butler, Rangel, Martinez, and Mustered; Member at Large Ross Holmen; and Clergy Dean Goodman and Rev. Chuck Jones.
- A special thank you was given to Bookkeeper Kathleen Steichen.

### **Junior Warden's Comments (Diane Butler)**

The order of the Agenda was changed to enable Junior Warden Diane Butler to make a flight.

- Junior Warden Butler thanked previous Junior Wardens who had shared their knowledge and experience with her, as well as the Sextons who have helped her in transitioning to this position.
- She is honored to serve in this position and truly believes this is a calling.
- There are numerous projects planned for 2018, among them a Cathedral Library Clean Up, and she encourages the Cathedral's participation in all projects.

### **Stewardship Report (Rev. Chuck Jones)**

- Rev. Chuck Jones thanked all who had participated in the 2017 pledge campaign.
- The 2017 pledge campaign brought in over \$100,000 more than the campaign in 2016. The summer slump campaign, and small, in-home conversations helped to contribute to this success.
- Increasing the amount of pledged funds is a sign of Cathedral health.
- The pledge goal for 2018 was set at a robust \$675,000 and he is pleased to report that we are at 90% of our goal.
- The Cathedral needs to make up this 10% difference, and any pledge of any amount is valuable.
- Rev. Jones asked of those who had pledged if it were possible to increase their pledges by 5% or 10%.
- He was hopeful that with another Summer Slump campaign and some appreciated securities in the advantageous stock market, the Cathedral will be able to make up the remaining 10% for 2018.

### **2018 Budget (Charlie Hawkins)**

- Senior Warden Hawkins reviewed the 2018 Budget after hand-outs were distributed.
- He directed attention to the fact that the Investment Fund draw was listed at \$40,000 and the 2018 Budget was lower than the 2017 Budget.

- Clergy staff expenses were lower; no programs were cut, and a reserve has been created to cover expenses associated with the calling of a permanent Dean (such as travel to a potential candidate's parish for observation).
- In response to a question posed from the floor, staff will be hired if (and when) there is money in the budget to cover additional staff.

The order of the Agenda was changed since election results were not yet available.

### **Remarks from Canon Drinkwater**

- Canon Drinkwater indicated this was his sixth Annual Meeting.
- Referencing Dean Goodman's sabbatical and his leaving, Canon Drinkwater indicated that the transition was successful because of the Congregation.
- He thanked Senior Warden Erwin and Junior Warden Mustered for their work on the Vestry and the quick response provided to the Clergy's needs.
- Canon Drinkwater urged attendees to continue to be themselves in 2018.
- The Congregation has been faithful to the Cathedral and has exceeded his expectations.

### **Remarks from Interim Dean Dan Webster**

- Interim Dean Dan Webster referenced that voting is in the Bible and that is what we are doing here at the Annual Meeting.
- He stated that he had invited a friend to the 10:00 a.m. service and his friend had attended.
- Interim Dean Webster indicated that a priest has no idea who will be touched in a service, and he is proud and happy to be part of a Congregation that makes a visitor feel welcome.
- It is an exciting time to be an Interim Dean at the Cathedral. He encouraged attendees to remember change is inevitable and transition is manageable.

### **Election Results (Charlie Hawkins)**

The reason the results were delayed is due to the fact that the tellers counted the ballots three different times since the results were so close.

- One-Year Vestry Term: Hank Kelly.
- Three-Year Vestry Term: JoAnn Gray, Sandee Holmen, Alyssa Landahl, and Linda White.
- Convention Delegate: Betsy Bayne.

The meeting closed with a prayer from Interim Dean Dan Webster.

Senior Warden Hawkins asked for a motion to adjourn which carried.

A potluck in Kaseman Hall followed the meeting.

Respectfully,

Sandee Holmen, Clerk