

**CATHEDRAL OF ST. JOHN
VESTRY MEETING MINUTES
THURSDAY, DECEMBER 21, 2017**

IN ATTENDANCE: Shannon Baldwin; Kirk Bigger, Treasurer; Katy Braziel; Diane Butler, Clerk; Mary Erwin; Charlie Hawkins, Senior Warden; Sandee Holmen; John Homko; Ann Jung; Alyssa Landahl; Arturo Rangel, Junior Warden; and Paul Wilson-Scott. Sandee Holmen recorded minutes.

ABSENT: Dinah Pierotti

Charlie called meeting to order and recognized Fr. Chuck who opened the meeting with prayer requests and prayers.

Due to Fr. Chuck feeling under the weather, Charlie asked him for his report before moving to the regular agenda for the meeting.

STEWARDSHIP REPORT AND OTHER ITEMS (FR. CHUCK)

- End of Year appeal has been very successful: \$585,857 in committed pledges or 87% of our goal of \$675,000.
- Fewer congregants have pledged, but the average pledge has increased to approximately \$2,900.00.
- At the Finance Committee's December Meeting, the bookkeeper indicated this is the healthiest she has seen the Cathedral.
- A phone-a-thon will be scheduled before the Annual Meeting.
- One-on-one conversations with congregants regarding the importance of pledging is very helpful. Fr. Chuck encouraged the Vestry as leaders of the church to engage in this activity.
- The Cathedral provided Angel Tree gifts for 201 children of which 196 had been distributed as of Fr. Chuck's report.
- The Alternative Gift Market was extremely successful.
- The Cathedral has joined the cycle of the "Early Morning Coalition" which is a homeless outreach on the third or fourth Friday of each month sponsored by several agencies such as Heading Home, St. Martins, and others.
 - It consists of setting up a table in the Cathedral parking lot at 6:45 a.m., waking up the homeless, and providing coffee, doughnuts, and/or sandwiches to those who are there. Case Managers attend these outreach sessions with the hope of getting some of the homeless registered for services. The Cathedral participated in the first one of these in July 2017.
- Lastly, Fr. Chuck advised that he sent a letter and a plant to the new mayor advising him that the Cathedral was a resource for him and the city.

Action Item: It was suggested Fr. Chuck write an article regarding the "Early Morning Coalition" outreach for the Cathedral News.

MINUTES

- The minutes for the November Vestry meeting were reviewed and unanimously approved.

- It was unanimously approved that when the Vestry conducts an Executive Session the minutes from the Executive Session be published as its own set of minutes, rather than redacted from the Vestry Meeting Minutes. This becomes effective immediately.

SENIOR WARDEN REPORT (CHARLIE HAWKINS)

- Charlie reported that the Interim Dean Rev. Daniel Webster will be here on January 21 to preach at the 8:00 a.m. and the 10:00 a.m. services on the day of the Cathedral's Annual Meeting.
- There are a number of candidates who want to stand for election to the Vestry.
- Junior Warden Arturo Rangel's Vestry Term is up and this position needs to be replaced. Vestry Member Diane Butler agreed to serve as Junior Warden.
- This left a vacancy in the Clerk's position since Diane Butler was the Clerk for the Vestry. Vestry Member Sandee Holmen agreed to serve in this capacity.
- The Vestry voted and approved of these changes for the Junior Warden and the Clerk.

BUILDING AND GROUNDS (OUTGOING JUNIOR WARDEN ARTURO RANGEL AND NEWLY-ELECTED JUNIOR WARDEN DIANE BUTLER)

- The heating system pump went out and had to be replaced.
- Fr. Chuck went to neighborhood businesses and told them not to use the Cathedral's parking lot.
- An issue is still open with New Mexico Mortgage Finance Authority (MFA) due to the fact that when they have meetings, the number of people who attend exceeds their parking capacity, and attendees use the Cathedral parking lot.
- The Cathedral worked out an agreement with the tenants of the Annex regarding the increased fee for the Annex parking lot; the tenants will pay 70% of the new rate and the Cathedral will pay 30%.
- Junior Warden Diane Butler is seeking volunteers for a Cathedral Library Cleaning Committee, since the Library Guild is no longer active. The Library requires cleaning and reorganizing. Vestry Member Katy Braziel and another congregant have volunteered.

Action Item: Diane will approach MFA to work out a parking accommodation with them.

FINANCIAL REPORT (TREASURER KIRK BIGGER)

- Financials were reported and accepted by the Vestry. Senior Warden Charlie Hawkins congratulated former Senior Warden Mary Erwin, and outgoing Junior Warden Arturo Rangel on the outstanding job they had done in steering the finances of the Cathedral.

Action Item: Kirk will design a shorter financial report that has pertinent information and can be used with the Vestry and the Congregation.

VESTRY MINISTRY ACTION TEAMS (MATS)

Charlie distributed information on the MATS and asked that Vestry Members review these teams to determine where there might be a niche. He envisions that each team could have 10 or 12 members upon whom the Vestry liaison for the team may call for assistance.

The MATS are as follows: Communications, Facilities Buildings and Grounds, Fellowship/Parish Life, Finance, Formation, Music, Outreach, Pastoral Care/Inreach, Policy and

Procedures, Shepherds, Stewardship, and Worship & Liturgy. Some teams were populated immediately, and the following expressed interest to be appointed to the following teams:

Facilities-Buildings and Grounds-Junior Warden Diane Butler, John Homko, and possibly Katy Braziel

Finance-Kirk Bigger

Music-Alyssa Landahl

Outreach-Paul Wilson-Scott

Policies and Procedures-Sandee Holmen

Stewardship-Shannon Baldwin

Worship and Liturgy-John Homko, Diane Butler

**NEXT VESTRY MEETING IS SCHEDULED FOR THURSDAY, JANUARY 11, 2018,
AT 6:00 P.M.**