



Vestry Meeting Minutes- Draft
February 15, 2024
6:00 p.m.
St John's Cathedral

Call to Order- 6 pm

Members Present: John Bass, Chris Collinsworth, Martha Cox, Glenn Guiler, Scott Hill, Lewis Hunt, Will Ketchum, Patrick Kimball, Lloyd Lewis, Meg Sacks

Members Absent- Donna Walker Bell, Paige Hakimian, Lisa McKenna

Others Present- John Sefton, Subchancellor; Jenny Glassmoyer, GuideServe

Clergy and Staff Present- Megan Cochran

Quorum- Yes

Opening Devotion- Martha Cox read a prayer adapted from Sacred Ground

Moment of Gratitude- Lisa McKenna wants to thank Buck Pittman for having the courage to cut back the azaleas. Lewis Hunt is grateful for Fr. Gee and his Pastoral Care ministry. Patrick Kimball is grateful for Heather Lawson and Beth Erwin's help with art installations. Martha Cox is grateful for the Brotherhood of St Andrews for the Shrove Tuesday dinner. John Bass is grateful for all those who contributed to the Annual Meeting.

Approval of Minutes- After review of the minutes from the January 18, 2024 meeting, Patrick Kimball moved to approve the minutes as presented and Glenn Guiler seconded. All members present voted to approve the minutes.

Financial Report- Jenny Glassmoyer from GuideServe explained the 2023 End of Year Statement of Financial Position and Statement of Activities. The cathedral ended the year with a surplus across all funds.

Orientation to Cathedral Life- John Sefton gave a presentation on the history of the cathedral and the role of the vestry.

- The cathedral is a corporation, and the vestry is the board of directors. The Dean is in charge of spiritual matters and staff. The Vestry manages the policies of the church and sets the budget and fiscal policies. Vestry members are not required to take Safeguarding God's People training but should.
- Sefton then explained the articles of incorporation for the cathedral's endowments. The cathedral has a Preservation Fund, a Jacobs Fund, a Lane Fund and a Gordon Fund. Five percent of the total balance of each endowment is transferred into the reserve savings account. The Preservation Fund is only to be used to "maintain, preserve, restore and repair" the campus at 256 E Church St and does not provide for adding additional space or other properties. The Claudia Gordon Stanley endowment is only to be used for music programs. Sefton briefly revisited the new Plummer endowment and reminded the vestry they still need to vote on how restrictive the endowment will be.
- Outreach money is used as seed money for affiliates. We currently have 4 affiliate non-profits: Episcopal School of Jacksonville, The Cathedral School, Cathedral Arts Project and Cathedral District Jacksonville.

Approve Bookstore Donations- Each year the Bookstore Committee presents the vestry with recommendations for giving a percentage of Bookstore profits to non-profits. Upon review of the recommendations, Scott Hill moved to approve the recommendations as presented and Lloyd Lewis seconded.

RESOLVED, The Bookstore Committee's recommendation to the Vestry for donating in 2024 is approved as follows:

- Family Promise: \$2,000
- Blessings in a Backpack: \$2,000
- Cathedral School special book program: \$1,000

Total bookstore donation: \$5,000

CD-J Board Nominees- Members discussed the method by which we receive nominee information and vote to approve them. Martha Cox suggested having vestry members who serve on the boards alternate council reports with board reports. Members discussed ways to build and maintain healthy relationships with our affiliate non-profit boards. After reviewing the bios for the two nominees, William Trip Guilliford and The Ret. Rev. Kurt H. Dunkle, Patrick Kimball moved to approve both nominees and Lloyd Lewis seconded. All members present approved both nominees.

Liaison to Diocese- The cathedral is the seat of the diocese and desires a strong relationship with the diocese. This requires time and intention. Rather than serving on an existing council, Will Ketchum will be the vestry liaison to the diocese, establishing regular dialogue and discerning more opportunity for structure within this vestry position.

Senior Warden Report-

- Martha Cox updated members on special assignments outside of the church councils. Lisa McKenna is facilitating a cancer support group. John Bass will serve on the Finance Committee and chair Online Worship Engagement.
- Dean's Sabbatical- the national church recommends that head clergy take a sabbatical every seven years for spiritual restoration. Cox has been working with the Dean on a schedule for taking a sabbatical. Cox asked the vestry to approve submission of an application for a Lilly Endowment Grant that would provide up to \$60k to cover the cost of the sabbatical and support congregational programs during the dean's absence by paying for guest speakers and preachers. Dean Kate plans to visit the Holy Land and India. Glenn Guiler moved to approve submitting the grant application and Patrick Kimball seconded. All members present voted to approve submission of the application.

Junior Warden's Report- Patrick Kimball reported that the lights are on and all is well. If anyone would like to talk about wellness offerings, please let him know.

Closing Prayer

Minutes respectfully submitted by Megan Cochran