

**Christ Church Cathedral
Minutes of the Vestry
May 21, 2007**

Vestry Members in attendance: Jennifer Johnston, Joanne Knight, Walker Mathews, John Stone, Judy Wright, Stanford Adams, Ken King, Marian Ott, Libby Patterson, Pete Stringer, Thor Urness, Christy Hooper, Ed Burgess, Sigourney Cheek. Clergy present: Ken Swanson, Geoffrey Butcher, Anne Stevenson, Matthew Corkern. Also present: Eileen Hosking, Becky Rochford.

The Vestry of Christ Church Cathedral held its regular monthly meeting on Monday, May 21, 2007. Dean Ken Swanson called the meeting to order at 6:45pm.

Sigourney Cheek gave the meditation.

- **Dean's Report:** The Dean asked Becky Rochford to report on the Catechesis of the Good Shepard program. Becky Rochford distributed a summary of the Catechesis of the Good Shepard program and discussed the program. The Vestry toured a Catechesis classroom, and Becky Rochford demonstrated a Catechesis lesson.
- **Approval of Minutes from April 2007 Meeting:** The following resolution was introduced and seconded: *Resolved, that the Vestry approve the minutes of the April 2007 Vestry meeting.* Unanimously approved by the Vestry.
- **Vestry Time: Reports from Cluster Liaisons**
 - **Outreach:** Libby Patterson submitted a written report.
 - **Sacred Space:** Ken King submitted a written report. Ken King distributed a report from the Cathedral Ministries for Reconciliation.
 - **Membership Care:** Joanne Knight submitted a written report. Joanne Knight reported that the Child Care Committee is drafting a policies and procedures manual.
 - **Spiritual Formation:** Christy Hooper submitted a written report. Christy Hooper asked Matthew Corkern to report on the youth program. Matthew Corkern reported that Leslie Bridgers has resigned her position as youth program coordinator effective June 20, 2007. Matthew Corkern reported that following Leslie Bridges' departure Lara Wiggins will focus on junior high students and new youth minister Chance Dillon will focus on senior high students. Matthew Corkern reported that the Cathedral plans to hire a part-time youth coordinator for 20 hours per week and a youth intern for 25 hours per week. The part-time youth coordinator and youth intern will perform the administrative functions of the former youth coordinator position.
 - **Property and Personnel:**
 - Eileen Hosking reported that the Cathedral is continuing to search for a membership support coordinator. Eileen Hosking reported that Cathedral is cleaning its carpets and washing windows over the summer. Eileen Hosking reported that the room over the former organ space will be under construction this summer.
 - The Dean asked Thor Urness to report on the search for the Geoffrey Butcher's successor. Thor Urness reported that the search committee has prepared a job description and has received information on several candidates. The Dean reported the title of the position will be Canon for Pastoral Care and Outreach Ministry and in addition to pastoral care duties, the new clergy person will oversee outreach programs. The new membership support coordinator will assume the task of managing lay ministry committees.
 - **Finance and Stewardship:** Walker Mathews submitted a written report.

- Walker Mathews asked Marian Ott to discuss the Finance Committee's recommendations regarding the room over the former organ space. Marian Ott introduced the following resolution, which was seconded: *Resolved, that the Vestry 1.) allow up to \$60,000 to be spent from the Memorial Fund for renovating the room over the former organ space and for related furnishings, and 2.) give Eileen Hosking the authority to contract for the construction work and proceed with the project subject to approval by the Finance Committee chair and the Property Committee chair.* The Vestry unanimously approved. Walker Mathews recused himself from the vote and disclosed that his business plans to make a bid on the project.
- Marian Ott reported that the Finance Committee continues to monitor pledge realization.
- Marian Ott reported that John Lavey will chair the 2007 stewardship campaign and the Finance Committee is selecting a co-chair. The printed materials for the campaign will be prepared during the summer.
- **Wardens' Time:**
 - Jennifer Johnston thanked Vestry members for attending the Vestry dinner at St. Bartholomew's.
 - Jennifer Johnston reported that the Vestry vision map calls for the Vestry to report about the compatibility of the Cathedral's programs with the Cathedral's mission. Jennifer Johnston noted that she considers the ongoing discussions of various Cathedral programs as the ongoing completion of this task. Marian Ott asked the Dean for the Vestry to consider the 2008 budget priorities at the June meeting.
 - The Dean and the Vestry discussed reaction to the State of the Parish report.
 - The Dean invited the Vestry to attend the Growth Committee report's to the Dean at noon on June 27th.
 - Jennifer Johnston reported that the compensation committee has drafted a survey regarding clergy compensation and sent the survey to various parishes.
 - Jennifer Johnston reported that the Vestry vision map calls for the Vestry to discuss ways to retain the leadership of former Vestry members. The Vestry discussed ways to retain the leadership and involvement of former Vestry members.
 - Jennifer Johnston asked the Dean to report on the status of the capital campaign feasibility study. The Dean reported that he is creating a PowerPoint presentation to take on visits with potential donors. Tom Steele, Bob McNeilly, John Clay, Walker Mathews and Ellen Wright will join the Dean on calls and will begin scheduling the calls shortly. Jennifer Johnston asked Vestry members to consider giving to the capital campaign.
- **New Business:** Joanne Knight asked the Dean to consider doing additional work on planned giving.
- **Old Business:** No old business.
- **Key Dates:**
 - May 22: Men's Breakfast, 7am.
 - May 27: Pentecost, New Member's Reception, honor Sandra Merritt.
 - May 28: Memorial Day holiday, parish offices closed.
 - June 1: First Friday, 6pm.
 - June 2: Deaconal Ordinations, 10am.
 - June 3: Summer service schedule, 8:30am and 10:30am.
 - June 10: Taize Service, 6pm.
 - June 24: Mayorial Candidates event, 4pm.

June 25: Next Vestry Meeting, 5:15pm.

The meeting closed with a prayer by Geoffrey Butcher and was adjourned by motion of the Vestry at 8:40 P.M.

Respectfully submitted by Stanford Adams, Clerk

Attachments and handouts:

- Vestry Agenda, May 21, 2007
- The Dean's Report, May 2007
- Vestry meeting minutes, April 23, 2007
- Outreach Cluster Report, May 2007
- Membership Care Report, May 2007
- Spiritual Formation Cluster Report, May 21, 2007
- Vestry Report from Cathedral Youth Ministers
- Finance Committee Report May 2007
- Cultural Arts Program Analysis 2004-2007
- Cultural Arts Report, May 2007
- Balance Sheet Detail, April 30, 2007
- Budgeted Income and Expense Statement, April 30, 2007
- Catechesis of the Good Shepard, Summary of Presentations handout
- Cathedral Ministries for Reconciliation Report, April 16, 2007