



JOINT VESTRY/FOUNDATION MEETING

MEETING MINUTES

August 28, 2007 – 6:00-8:45 p.m.

Skinner Theater

Vestry Members Present

Carol Hoerster, Senior Warden
 Bob Muglia, Junior Warden
 Jordan Gross, Junior Warden
 Barbara Erickson, Clerk
 Herb Williams
 Miller Adams
 Paula Clapp
 Connie Espe
 Sam Fleshman
 Bob Muglia
 Ben Porter
 Randy Urmston
 Margaret Rothschild
 Betsy Greenman, Diocesan Staff

Vestry Members Absent

Bishop Warner
 LaVerne Hall
 Michele Hasson
 Diane Stevens

Foundation Members Present

Fred Barkman
 Carl Knirk
 Jean Leed
 Karen Knudson
 Jane Stonecipher

Officers Present

Tracy Garland, Treasurer

Staff Members Present

Dean Taylor
 Mary Coon, COO & Vice Dean
 Sue Reid, Pastor for
 Congregational Care
 Ryan Marriott, Development
 Manager

Staff Members Present

Sara Collins, Development
 Assistant
 Liz Sloat, Interim Executive
 Assistant to the Dean

Visitors

Paul McDonald
 Pamela Bradburn
 Karen Bargelt

Call to Order and Review of Agenda

Robert called the meeting to order and announced that the agenda would be rearranged to allow Anne Preston of Garvey Shubert Barer to present and then leave. Betsy Greenman reported briefly on Bishop Warner’s health and said she would speak in his place later in the meeting.

Education/ Inspiration

Anne Preston of Garvey Schubert Barer distributed a brochure on a service called “Advice *on-line*” - an internet based service to help small companies work through employee problems on their own and available pro bono to the Cathedral because they do pro bono work for us. It is a starting point for finding answers to questions about human resource law, dealing with day-to-day problems, providing best practices and more. It can help determine if a lawyer is needed.

Introductions

Introductions were made by all in the room and absent members of the Vestry noted.

Spiritual Reflection

Robert recounted a parable from his vacation, led a minute of silence, and said a prayer.

Consent Agenda

The Vestry approved the consent agenda consisting of the following:

Minutes of July 31, 2007 Vestry Meeting *with correction*

Finance Committee meeting notes—7/31

Dean's Report

Robert expressed great optimism and energy for upcoming program year and in the work of this community. He noted that during week 3 of his vacation, his creative juices began flowing again.

Senior/Junior Warden Luncheon (August 26)

The Dean thanked Jan Condit, who hosted the luncheon at her home, and the members of the Vestry who attended. He observed that there was a “remarkable spiritual wisdom and historical trust” gathered and that many former Wardens are still very active members of the Cathedral. Robert noted that the former Wardens were pleased to be gathered and asked for their advice.

Café Hope (August 27)

Robert reported that about 80-85 people attended Café Hope. He thanked Sue Reid and her Pastoral Response Team for organizing this event. Bishop-elect Greg Rickel attended. A report about the evening will be presented on Wednesday, September 5 in Bloedel Hall. All are welcome to attend.

Staff meeting

Robert reported on a two-part staff meeting, which was an open conversation between the staff and himself. Robert is planning to meet with ministry teams over the fall. He thanked the staff for their hard work and stated his plan to show support for the staff through his commitment to a successful annual campaign. A secondary goal, if we fully fund the campaign, will be an increase in funding for maintenance and care of the building.

Major Gifts

He thanked Paula Clapp for her leadership in helping make major gift asks in September. Robert reiterated Vestry support of Major Giving asks. This year, to lessen the annual fundraising burden, he will be asking for multi-year gifts (3-4 years). Ultimately, while the budget line might be \$500,000 for Major Giving, because of the multi-year asks, Robert and the Vestry will only have to raise \$125,000-\$250,000.

Director of Development

Thanks was expressed to all who met with the candidates. Unfortunately, the leading candidate withdrew saying the process was too slow. Robert will follow up with the candidate about a question they asked during the interview: do we have a culture of fundraising?

Senior Warden's Report

Carol Hoerster thanked the Foundation for hosting the dinner- catered by Alex, Nan Grayston's daughter- for the fourth year in a row. She also acknowledged Paul McDonald for his work repainting the kitchen. Thanks was given to Jean Greene in appreciation for her expert note-taking. **Proposed Resolution #07-GO-06** was presented thanking her, on her retirement, for many years of service to both the Vestry and the Foundation. **The Resolution was moved, seconded and passed unanimously.** Carol also thanked everyone for the respectful handling of last month's Vestry meeting.

Carol reiterated that the guests at the Former Wardens Luncheon were eager to be contacted for consultations. She observed that Hope Café felt very nostalgic, like an old parish event: people want more Hope Café.

She confirmed that there will be a Vestry table at Homecoming Sunday and asked for a few people to think up ways to help people know what Vestry can do for them.

Carol also reported on Vestry calls, which have been both time consuming and enlightening. Development Associate Sara Collins gave permission for an extension of the deadline. Carol led off a discussion on staying in touch with the congregation and making Vestry members more available. The issue of identifying Vestry members with nametags at services was raised and concern was expressed about wearing them during the service or just during coffee hour, or whether there were other ways to identify Vestry members, such as the picture boards in the Narthex and Bloedel Hall, or designating one person to be available to discuss financial information. Carol asked members to try the nametags and see if it really is uncomfortable.

Carol reminded everyone about Open Space, being held on September 8 from 9a-4p in Skinner Theater and the Vestry/Staff dinner to be held on Tuesday, September 18.

Treasurer's Report

Tracy distributed information on the 2007 Operating Fund Forecast which included actual numbers from 2004 to 2006. She noted that the numbers reflect growth. Expenses in the 2007 forecast are consistent with those budgets, with projections not assuming Development Director costs and COLAs for salaries built into the numbers. In addition, repairs and maintenance spending have increased. The numbers currently show a deficit of \$8,000, but we expect to end the year with a balanced budget. As is customary, no monthly financial reports were issued for August.

Tracy noted that the investments discussed at last month's Vestry meeting were also discussed at Foundation Board Meeting.

Fred Barkman, Treasurer to the Foundation, announced that \$7,000 has been given to the Cathedral for the use of Ryan's services and another \$5,000 has been pledged to *Saint Mark's Celebrates Seattle 2007*.

Master Planning Report

John Hoerster, co-chair of the Master Planning Task Force, announced that the next meeting of the full Task Force will be in October. He reported that there was a high level of energy and enthusiasm at a congregational meeting about Master Planning held on July 8, with feedback focusing on environmental concerns, accessibility issues, and office space for volunteers.

The Executive Committee met to discuss the development of a compelling case statement, a draft of which was presented by Robert. John reported that the Committee met last week with Kate Roosevelt of the Collins Group, who did the feasibility study five years ago. Kate Roosevelt noted the need for a compelling well-thought out vision with no financial constraints. She recommended fine tuning it by meeting with a group of 15-25 families connected to the congregation who would be potential contributors to a capital campaign to discuss what would be compelling to someone presented with many asks. Ms Roosevelt's advice was to begin with the case study, then search for an architect, and then a feasibility study. She also recommended having a Director of Development in place, but that that should not detract from the process right now.

As they look to the development of the properties, John said the Task Force is interested in what opportunities there are for shared facilities with the Diocese. Bishop Rickel is interested in meeting with the Task Force.

The Task Force is also looking at the South Parking Lot, where the option to buy has been extended to March 2008. Until a Director of Development is in place, the MPTF is considering engaging Kate Roosevelt on an hourly basis to get the benefit of her advice.

Main Thing: Annual Campaign 2008

Karen Bargelt began the presentation by distributing a draft of the Campaign Summary. She reported that this will be a different campaign, one which is spiritually and liturgically grounded. They have adopted the theme of the program year- One Body Are We, have a Chaplain, Pat Taylor, and a focus on what we *can* do. Karen also talked about other changes, such as the use of the word 'commitment' rather than pledge and the transparency of the budget process. The Ministry Opportunity Coordinator is also seeking to utilize time and talent by creating a database of gifts that people have to offer. Karen talked about the two pre-campaigns, Staff and Leadership, and said they were hoping for 100% participation. The committee has made a commitment to have dollar amounts available by December to inform the budget process.

Phil Haas then spoke about how volunteer work can increase interaction with staff, can be a fun process, and is well-supported. Phil talked about the budget process and said they were trying to avoid the surprises of last year by having information available earlier. The campaign acknowledges the Vestry

commitment to increase staff salaries by creating three budget scenarios: an increase in the budget by 11% to maintain current levels, raise more than 11% to fulfill our Hopes and Dreams, and a failure to make an 11% increase making things unsustainable. Phil said the main part of the campaign will include three sub-campaigns: adult, youth, and people outside the Cathedral. He spoke about asking different things of different people. He introduced the idea of Stewardship University, a series of programs designed to help inform the congregation about the different ways of giving. Phil closed his report by asking everyone to join in the enthusiasm and to focus on abundance. He noted that commitment forms would be sent out next week to the Vestry who will hopefully make a commitment by October 5 in time for the Festive dinner with the Bishop. Phil stressed the desire for 100% commitment.

Robert noted that it was wonderful to have Carl Knirk involved, as a member of the Cathedral and as leading expert in fundraising in the national church.

Personal asks will be considered if we don't hear from regular donors.

There was discussion about how to approach Compline attendees, but Karen noted that there are a lot of hard questions about Compline and they are letting them be the "gorilla in the room." Carl Knirk spoke about generational differences in giving- noting they are less likely to sign a pledge card and prefer to see where the money goes, rather than institutional giving. Carl noted that it might be possible to engage them by offering social outreach opportunities: if we can encourage the gift of time and talent, then money will follow.

The Committee is still determining what the best ways are of reporting numbers from the campaign.

Reflections

Betsy Greenman spoke on behalf of the Bishop Warner. She reported that he was recovering in the hospital after having a stent inserted. The Bishop had reflected on his connection with the Cathedral since 1989 as "the three R's": Roof, Relationship, and Revision.

She described the day the Diocesan staff were introduced to the Bishop candidates, including Vincent Warner, when there were buckets all around the Cathedral catching the drips from the leaking roof. Soon after that with the help of the Diocesan Development Director and a capital campaign, Norton Flagg gave \$500,000 to repair the Cathedral roof.

Betsy observed that there have been times that this relationship has been strained and times, like now, when it is more friendly. The solidified relationship with Robert has meant a lot to the Bishop.

During the Bishop's tenure, there have been three studies of the campus, finally resulting in the acquisition of the St. Nicholas Building and the Bishop's office is excited to see things finally moving forward. She also commented on the revision of the governance structure to a Vestry with Diocesan and Community members-- with Bishop as member as represented by Betsy. Betsy noted that the Bishop loves the passion this community has for social justice ministry, particularly for the homeless, interfaith connections, and the tensions of institution. Bishop Warner was grateful for Agapefest and very happy that Robert participated because being at table with your friends is so wonderful. He has loved his relationship with Saint Mark's Cathedral. The

Carol Hoerster presented **Proposed Resolution #07-GO-05** thanking the Bishop for his servant leadership. **The Resolution was moved, seconded and passed unanimously.**

Open Mike

Jordan Gross spoke about the Guiding Lights for the Personnel Policy, talked about the staff response, and asked for Vestry feedback. The committee will also be looking for congregational input.

Barbara Erickson noted that nametags for Vestry members will be found in the usher's closet.

Jordan also thanked the Foundation Board for its meetings with the Vestry for the last 3 years.

Meeting Evaluation Food was great. Thanks to Karen and Phil for their presentation.

Closing Prayer- Randy Urmston closed the meeting with a poem.

Respectfully submitted,

Elisabeth Sloat

Executive Assistant to the Dean

Barbara Erickson

Clerk of the Vestry

St. Mark's Cathedral Vestry Minutes, August 28, 2007

