

**SAINT MARK'S CATHEDRAL  
VESTRY MEETING MINUTES**  
May 22, 2007 – 6:00 to 8:45 p.m.  
St. Nicholas Building – Room 216

**Vestry Members Present:**

Robert Taylor, Dean  
Carol Hoerster, Senior Warden  
Jordan Gross, Junior Warden  
Bob Muglia, Junior Warden  
Barbara Erickson, Clerk  
Paula Clapp  
Connie Espe  
Sam Fleshman  
Michelle Hasson

Ben Porter  
Diane Stevens  
Randy Urmston

**Staff:**

Mary Coon  
Ryan Marriott  
Liz Sloat

**Absent:**

Miller Adams  
Tracy Garland  
Betsy Greenman  
LaVerne Hall  
Margaret Rothschild  
Herb Williams

**Call to Order**

Dean Taylor called the meeting to order, extended apologies from those unable to attend, and noted the Revised Agenda.

**Spiritual Reflection**

The Dean focused the evening's spiritual reflection on Pentecost, the season in the Christian liturgical year that emphasizes the Holy Spirit, among us. Robert noted that most religious traditions emphasize a holy spirit among us. He cited Nora Gallagher's recent novel, *Changing Light*, where she speaks of God's small acts in daily life, which help us change imperfections into moments of grace and help us to have mercy and compassion with ourselves, others and with the world in which we live. Before offering a closing prayer, the Dean led a silent, centering meditation. The Dean added that for those interested there are centering prayer groups that meet at the Cathedral.

**Action Item**

**Consent Agenda**

The Vestry accepted the Consent Agenda consisting of the following:

- Approval of Minutes of 4/24/07 Vestry Meeting
- Receipt of Reports/Notes/Minutes of Meetings of Vestry Committees
  - Facilities Committee minutes -- 4/17/07
  - Finance Committee meeting notes – 4/24/07
  - Holy Orders Committee minutes – 4/10/07
  - Personnel Committee Meeting Report – 5/16/07
  - Stewardship & Development Committee minutes (Revised) – 4/4, 418, 5/16/07

**Reports/Discussion**

**Main Thing – Community Website**

Bob Muglia described and demonstrated the new community-based website he is designing for the Cathedral using a large screen in front of the meeting. This website is in addition to the official Saint Mark's site designed primarily to draw people in to the Cathedral. For people who are already here, this website will be helpful in fostering a sense of community within the Cathedral.

The first page site is a calendar of major events happening that month. There will be tabs linking people to pages for committees, ministries, programs, etc. Each page can be managed and kept up-to-date by the leader of the group. The goal is to make this website user friendly, so that no special training will be needed to use it—anyone who can use Word will be able to maintain a Web page. Bob will provide an account for each person using the Website, with special permissions for making changes or additions.

After listening to concerns and cautions expressed about the use and maintenance of the website, Mary Coon and Bob agreed to work out details of how to announce the new Website and get people involved; how to  
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format it; how much control, if any, to exercise over its use and visual uniformity and other similar considerations. The website is currently accessible to anyone who finds it, but is not being announced yet to allow time to test it.

### **Dean's Report**

Pastoral Response Teams: The Dean expressed appreciation to Carol Hoerster, Sue Reid, and others who worked on the Pastoral Response Teams to give parishioners an opportunity to discuss the recent staff reductions.

2008 Nominating Committee: The Dean would like to have the 2008 Nominating Committee in place in time for it to be announced at the June meeting. He asked for suggestions of people to serve on the committee, which is comprised of six people from Saint Mark's, two from the community appointed by the Dean, and two from the Diocese appointed by the Office of the Bishop. It was suggested and agreed upon that he offer the congregation the opportunity to recommend names.

Saint Mark's Celebrates Seattle: The Dean reminded the Vestry that the fund raiser luncheon is scheduled for Wednesday, June 20<sup>th</sup>, at which time Paula and Bill Clapp will be honored. He emphasized the importance of Vestry leadership at the event and thanked everyone for their support.

New Sanctuary Movement: Robert noted the press conference held at Saint Mark's on Wednesday, May 9, launching the program addressing the need for just and humane treatment of immigrants. Saint Mark's has joined the Church Council of Greater Seattle and leaders from other Seattle faith communities in becoming part of this national movement.

Courtesy Resolution re Bishop-Elect Rickel: The Dean introduced **Proposed Vestry Resolution #P-07-GO-03**, which expresses to the Reverend Dr. Gregory Rickel, Bishop-Elect, congratulations on his recent election as the eighth Bishop of the Diocese of Olympia and offers the Dean's and the Vestry's support for a mutual ministry strengthening the Cathedral's relationship with the Diocese. The resolution was moved, seconded, and passed unanimously.

Interim Executive Assistant to the Dean: Robert introduced and welcomed Liz Sloat, who is serving as the Dean's Interim Executive Assistant.

Keiskamma Altarpiece: Robert described the altarpiece, on display at Saint Mark's from June to September, which represents the response to AIDS by the small community of Hamburg on the Keiskamma River in South Africa. A glossy brochure distributed to everyone tells how the community, under the leadership of Dr. Carol Hofmyer, its only AIDS doctor, educated itself about the disease and found a way to strength and hope through artistic expression resulting in the magnificent Keiskamma Altarpiece.

### **Senior Warden's Report**

Carol reported on the Listening and Conversation opportunities offered by the Pastoral Care Response Team, formed to address pastoral needs following the recent staff down-sizing at the Cathedral. The Listening and Conversation opportunities to date were on 5/15, 5/19, and 5/22 with the Rev. Sue Reid providing hospitality by offering food and beverages. Approximately 35 parishioners participated in the discussions.

The following were among the most frequent comments:

- Displeasure with the abruptness of the staff lay-offs. A request for apologies from the Vestry and the Dean for the way the lay-offs were handled and the resulting emotional reactions experienced by parishioners.
- Disconnection in several areas. Disconnect between the Vestry and the parish, between the Cathedral as commons and the Cathedral as parish, and between those making decisions and the parish.
- Displeasure with the Vestry member nominating process. Desire for a broader base represented on the Nominating Committee and among the nominees chosen.

In response, the following opportunities were suggested as actions to strengthen the life of the Cathedral:

- Improve all areas of communication; the strong emotional reactions experienced by many parishioners are indicative of how much people care for the Cathedral.
- Identify and clarify the character and roles of Saint Mark's – Saint Mark's as Cathedral and Saint Mark's as parish. Make this an ongoing process and involve the parishioners.
- Provide opportunities for parishioners to explore and discuss the whole concept of stewardship.

- Consider a forum-type meeting to discuss and understand the hungering for spiritual connection to an individual clergyperson and for more accessibility to the Dean. How do these desires relate to individual needs for a spiritual director?
- Follow through on finishing and mailing the letter from the leadership to the parishioners.

Woven throughout this discussion were references to the need for forgiveness. The Rev. Sue Reid in planning a Day of Healing in June.

### **Treasurer's Report**

Finance Committee Chair Ben Porter reviewed the April 30 Operating Fund Report, which showed a year-to-date surplus of \$12,000, largely due to timing issues in expense spending. On the revenue side stewardship receipts were up, mainly due to some 2006 pledges being paid in 2007. Gifts and grants were slightly under budget, but well over the amount on the same date in 2006. Expenses were \$16,000 under budget, primarily due to the timing of repair and maintenance spending. Personnel Expense included all severance and accrued vacation payments to the three leaving staff members.

Ben noted the increase of \$40,000 in the 2007 Budget for Personnel as shown in the column "2007 Forecast." Although portions of the Dean's and Vice Dean's compensation were originally allocated to the Capital Campaign budget, they have been returned to the Operating Budget until 2008 when the Campaign gets underway. The budget increase will be covered by reductions in Variable Expenses and the continued receipt of new pledges.

#### **Two Vestry Resolutions were moved, seconded and passed unanimously:**

1. **#P-07-FI-01 authorizing signatures for the Dean's Discretionary Account and for the Clergy Discretionary Account, and**
2. **#P-07-FI-03 approving the Church in the World Coordinating Committee's allocation of \$2,500 to support the Interfaith Task Force on Homelessness**

### **2007 Annual Campaign Update**

Ryan Marriott reported that the 2007 Annual Campaign was within \$735 of the *revised* goal of \$1,290,000. With \$1,289,265 received to date from 642 pledging households, both the dollar amount and the number of pledges was greater than 2006, reversing the downward trend in both areas over the past few years.

### **Master Planning Task Force Update**

Randy Urmston, Vestry rep to the MPTF, reported that the MPTF Executive Committee will meet during the summer with the Cathedral staff to prepare for the feasibility study. The Task Force will initiate the study, which will help set realistic monetary goals for a capital campaign, once a development director is on board. The firm of Waldron & Associates has been engaged to lead the search for a development director. The full MPTF will meet again in the fall.

### **Education/Inspiration**

#### **IRS Draft Document: Good Governance Practices for 501(c)(3) Organizations**

Mary referred to the recent IRS draft document outlining best practices for non-profit organizations. She requested that Vestry members review the document and familiarize themselves with it in preparation for having John Hoerster lead a discussion about it at a later meeting of the Vestry.

#### **Keiskamma Altarpiece**

Mary Coon presented the budget of costs involved in bringing the Keiskamma Altarpiece to the Cathedral. She described a new concept for sponsoring and promoting projects and programs at the Cathedral: inviting other groups and organizations to coproduce. To that end, several groups will be involved in hosting the Keiskamma Altarpiece at Saint Mark's with the goal of sharing the cost with others and of finding fund raising opportunities in support of the Altarpiece.

### **Committee Chairs – Highlights**

Diane Stevens – Stewardship & Development – *Saint Mark’s Celebrates Seattle* – Expenses for the event have been covered; therefore, all donations will go to the Cathedral’s Operating Budget – Also, Vestry members urged to be Table Captains at the event.

Randy Urmston – Facilities Committee Member/MPTF Vestry Rep – Excellent recent article by the Presiding Bishop titled, “Reflections on poverty and climate change,” in the May 20, 2007, issue of *The San Francisco Chronicle*.

Ben Porter – Finance – Committee working on format for reporting financial information to the congregation; will bring recommendation to future Vestry meeting.

Jordan Gross – Personnel – Developing Guiding Principles for Human Resources Policies at the Cathedral. Committee members to attend May 29 staff meeting to get staff input.

Barbara Erickson – Facilities – Factoid of the Month: Reducing carbon pollutants in the atmosphere: Both of the Assistant Sextons bus long distances to work; Barbara buses in one day a week from the east side; three committee members drive Hybrid cars; and Saint Mark’s now has a Flexcar on the South Parking Lot.

Carol Hoerster – Mission & Strategy – Brainstorming ways to increase congregational involvement in planning and decision making with a goal to address complaints about disconnection.

### **New Business**

#### **Open Mike**

Diane Stevens emphasized the importance of Vestry members wearing name tags and wanted to make certain that each Vestry member had a name tag.

Liz Sloat called attention to items provided at each person’s place at the table, especially the document titled, “Policies and Procedures for Discerning a Call to Holy Orders at Saint Mark’s Cathedral,” to be placed in the Vestry handbook to replace the previous one.

Jordan Gross noted that there is ongoing action around the Sanctuary Movement beyond the press conference on May 9<sup>th</sup>.

**Meeting Evaluation** – Michelle Hasson gave ‘two thumbs up’ for the meeting, for excellent discussions and amount accomplished.

#### **Closing Prayer/Adjournment**

Diane Stevens read a passage from Numbers and offered a closing prayer.

Respectfully submitted,

Jean S. Greene  
Assistant Clerk to the Vestry  
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Barbara Erickson  
Clerk of the Vestry