



VESTRY MEETING

MEETING MINUTES

September 25, 2007 – 6:00-10:30 p.m.

Northup Room

Vestry Members Present

Carol Hoerster, Senior Warden

Bob Muglia, Junior Warden

Jordan Gross, Junior Warden

Barbara Erickson, Clerk

Herb Williams

Miller Adams

Connie Espe

Sam Fleshman

LaVerne Hall

Michele Hasson

Bob Muglia

Ben Porter

Margaret Rothschild

Diane Stevens

Vestry Members Absent

Bishop Warner

Paula Clapp

Betsy Greenman

Officers Present

Tracy Garland, Treasurer

John Hoerster, Chancellor

Visitors

Approximately 40 visitors were present.

Staff Members Present

Dean Taylor

Mary Coon, COO & Vice Dean

Sue Reid, Pastor for

Congregational Care

Ryan Marriott, Development

Manager

Liz Sloat, Executive Assistant

to the Dean

Randy Urmston

Call to Order

Dean Taylor called the meeting to order and asked everyone in the room, including visitors, to introduce themselves. He asked if everyone had access to a copy of the agenda and packet of materials available to visitors. He extended apologies from those unable to attend and from Michele Hasson who would be arriving late.

Spiritual Reflection

After an introduction from Robert, Cathedral Deacon Mary Shehane led the spiritual reflection: a modification of a prayer service found in a modern Celtic prayer book.

Action Item

Consent Agenda

The Vestry accepted the consent agenda consisting of the following:

- Approval of Minutes of August 28, 2007 Joint Vestry/Foundation Meeting
- Receipt of Reports/Notes/Minutes of Meetings of Vestry Committees
 - Mission & Strategy Meeting Notes–9/19
 - Governance Committee Meeting Notes–8/5

Reports/Discussion

Holy Orders

A resolution was unanimously passed recommending Kate O’Sullivan’s candidacy for the priesthood.

Education

Robert introduced Walter Stuteville, co-chair of the Nominations Committee, and noted that the committee members had been selected by the congregation. Walter Stuteville announced that Tom Casey of Sammamish and Antonia Folia of Tacoma have been nominated to the Diocesan Vestry position that will be voted on at Convention. He then asked for input from members on what qualities they would like to see and what skills will need to be replaced when people cycle off the Vestry this year. He asked that suggestions be emailed to him at w.stuteville@att.net (please note the ‘dot’ between the w and stuteville) by the end of October. The Vestry must be presented with the slate of nominees at the November/December meeting. The community representatives to the Nominations Committee are Deborah Jacobs, City Librarian, and Judy Pigott.

Senior Warden’s Report

Carol began by thanking Paul for the wonderful food this evening and for painting the kitchen. She thanked Randy Urmston, Eliza Davidson, Ariana, and Will for the wonderful hospitality at the Vestry/Staff dinner; the Committee—Ben, Barbara, and LaVerne— for their work; and Ben for making gumbo.

Carol then spoke about tonight initiating a turning point for the community toward the positive. She spoke of the anger and anguish felt by some and the recent appeal by petition as signs that our community is struggling. She expressed a desire to broaden the membership of the Mission and Strategy Committee to plan for a future together. This community has a lot to offer and would like to work together to find solutions for moving forward.

Petition

Carol addressed a petition regarding the Dean’s salary that was submitted to the Vestry. It was signed by 31 pledging households, or five percent of all pledging households. The document raised many questions for her, but ultimately felt it was a sign that we need to look at how we communicate with one another within our community. Miller Adams noted his respect and empathy for those who signed the petition. Diane Stevens noted that the subject of the petition was the purpose of tonight’s meeting.

Dean's Report

Robert noted that he shared Carol's comments regarding optimism and hopefulness, the signs of deep involvement, and the greater intention and attention about ways we build and strengthen the life of Saint Mark's Cathedral. He was encouraged by people being here tonight and participating in not only the ministry and but the governance of the Cathedral.

Pastor for Congregational Care

Robert was delighted to announce that The Rev. Dr. Marilyn Cornwell had been called to be the new Pastor for Congregational Care. He also expressed gratitude for the work of the Search Committee, noting that Mary Coon would talk more about it later in the evening. Marilyn will be here part-time through October 15 and then fulltime thereafter.

Café Hope and October Vestry workday

The Dean reported that two versions of the notes taken at Café Hope have been posted on the website under Community Building. There is a longer, complete set of notes as well as a shorter version assembled by Sue Reid and the Pastoral Care Response Team which pulls out 13 or 14 major themes currently being addressed by Vestry. He noted that we are really good at being in community, but perhaps we do not do enough to celebrate our gifts. The Dean spoke about communication issues and the many questions asked about improving the process focusing on clarity, intentionality, and respect. The October Vestry work day will be facilitated by Steve Forman, and the hope is to engage in a robust discussion of these issues. Robert reported that Betsy Greenman is in discussion with a consultant who will work with the Dean, Vice-Dean, and Wardens on all these issues.

Consecration and Seating of Greg Rickel as Bishop

Robert reported on the excitement of the entire weekend, but noted the joyous celebration of the seating on Sunday afternoon. The new Bishop preached about 'expectations' repeating the mantra: Expectations are Tricky Things. Robert noted that it was a day of celebrating one of the many aspects of our identity as a Cathedral. Jordan gave thanks for the witness of our interfaith life during the service. Michele noted all the guests from Austin, Texas who came to support Greg. Robert recalled the energy that many of them had brought to the 9am service that day.

Vice Dean's Report

Mary began by thanking all the guests for being here. She then thanked Paul McDonald for cooking a weekly staff lunch—an anonymous donor provides the groceries— giving the staff a regular opportunity for fellowship.

Search Committee, Pastor for Congregational Care

Mary commented that Sue Reid's resignation was unexpected and that it was important to fill the position quickly. The three goals of the committee were: congregational input and involvement in the process; empower and support the search team; and have the right person in place by September 20. She noted that the congregation nominated members for the search committee and congregational forums were held to share ideas, concerns and desires for a new Pastor for Congregational Care. Mary congratulated co-chairs Steve Moen and Sandy McCloud for their leadership.

Staff Reorganization

Mary described the current 'silo structure' of operations, with separate ministries of Church in the World, Congregational Care, Administration, and Worship noting ineffective communication between departments. Two current staff members are going to change job descriptions in order to work across these silos: Becky Crook, formerly Church in the World Assistant, will be the new Communications Manager and Eliacin Rosario-Cruz, formerly Faith Formation Assistant, is our new Ministry Support Coordinator. Becky Crook will be meeting with the Diocesan communication staff to review opportunities to work together.

Human Resources

Mary reviewed progress made on personnel issues, noting that every goal had been met on-time or early: clergy letters completed by May 30, job descriptions updated by July 31, salary survey before the September 30 deadline. Next on the list are a new performance management system and a new employee handbook. Diane thanked Mary for her good work- Mary responded that she was working with a great team.

Treasurer's Report

2007 Budget Forecast

Tracy Garland spoke about the financial reports distributed that forecast through the end of the year. The Finance Committee still expects to meet the revenue budget for 2007. The forecasting assumptions are based on actual dollars as of August 31, plus conservative estimates through the end of the year. Tracy noted that the expenses for the current staffing levels (including the new Pastor for Congregational Care) are included. She also anticipated full spending of this year's increased repairs and maintenance line. Michele Hasson asked about the increased revenue on the Foundation line, and Tracy responded that due to favorable market conditions investments performed better than forecasted. Ben Porter spoke about the tailing off of revenue through September and identified some possible reasons.

Main Thing:

2008 Preliminary Budget Forecast

Tracy Garland began by reminding everyone that the purpose of this discussion was not to adopt a budget at this time but to look at the parameters. She said that the numbers will be useful as we consider staff compensation. She noted that the three budgets prepared take into account salary recommendations presented at this meeting and have, what Tracy considered to be, quite reasonable projections for variable expenses. Three budget scenarios have been put forward: "A" the target of the Annual Campaign with an 11% increase; "B" the abundance of an 18% increase; and "C" the realities of raising less than the 2007 campaign. Mary reiterated that this is just the beginning of the process, with the timeline being to request approval of the budget at the November/December Vestry meeting. A number of questions were asked about how the numbers were achieved and there was an encouragement of the leadership to support the 11% increase as a standard for giving.

2008 Staff Compensation

Robert began by thanking the Personnel Committee and Mary Coon for their work in collecting data for the survey, and Nancy Pearson and Dimitri Pletz for providing budget information. This presentation follows a commitment by the Vestry last year to review staff salaries to ensure that everyone is being paid fairly. The Compensation Survey was distributed via email on Sunday night, made available to visitors at the meeting and will be available on the Saint Mark's website. The Dean reminded everyone that the agenda tonight was to endorse the process used and express support for including these numbers in the 2008 budget.

Mary Coon and Susan Barley presented the survey and noted that they had significant help from Herb Williams in the evaluation process for musician salaries and from Betsy Greenman at the Diocese.

The survey identifies those organizations which have collected and supplied the data used. Herb Williams noted that the primary resource for nearly all the organizations who hired musicians (nationally and internationally) was the American Guild of Organists. Susan Barley took the lead on working with the Pension Funds. It was noted that “next steps” include developing a process to ensure that salaries don’t fall behind again and a benefit survey which has been started and will be completed by November 30, 2007. Michele Hasson applauded the depth and breadth of the survey- noting that most organizations would not have taken so much information into consideration.

The Chancellor determined that a motion in support of 1) endorsing the process and 2) supporting the inclusion of the numbers in the preliminary 2008 budget was required. The motion was moved and seconded. The question was called, and the motion passed unanimously by voice vote with no discussion.

2008 Vice Dean/Chief Operating Officer Compensation

Mary Coon has requested a reduction in her salary. The discussion and vote was deferred to executive session.

2008 Dean Compensation

Carol Hoerster noted that there would be a presentation for everyone present, but that discussion and vote would continue in executive session. Given that the parish has had ample opportunity to comment over the past few months, no comments were taken from the audience.

Bob Muglia first gave some background about the process. He then noted that the 2008 compensation would be contained within the operating budget. The same level of thoroughness to the staff compensation survey was applied in the collection of the data by Mary and Susan—which the Pension Fund had commented was perhaps the most thorough survey they had seen. Last year, comparison was made with churches of comparable size. There are now questions around the Average Sunday Attendance (ASA) numbers: specifically that the ASA has been overstated since before Robert arrived. Comparisons for the Dean should be nationally-based as there are no diocesan guidelines available. He stated that the wardens were making a recommendation subject to full Vestry vote and that the ASA number of 580 would be used. On a national level, eleven parishes most closely matched several of Saint Mark's parochial report statistics, including operating revenue, total pledges, total plate and pledge, pledging units and ASA. It was noted that Seattle does have a higher cost of living mean/median than most included in the data. Bob observed that there does not seem to be a standard process of determining a dean's salary. Mary noted that the Church Pension Group chose the comparables as well as provided the analysis. The warden's recommend making the Dean's salary a relative percentage of the overall budget because it scales with revenue growth and decline and is within the range of other organizations. They chose 7.1%, splitting the mean and median percentages of other cathedrals. The wardens recommended the Dean's salary be \$163,000— a reduction from \$180,000. Ultimately, it will be determined in January 2008 based on actual operating results for 2007 and should not be more than twice the next highest paid member of clergy.

Ben Porter made a statement that the problems with the budget have nothing to do with the Dean's salary. He feels it sends a negative message internally and externally to reduce the salary and seriously effects efforts to retain Robert or recruit in the future. He observed that the current salary is within the range presented, and that cost of living adjustments relative to the rest of the country were not taken into account.

Robert began by saying that he loves being the Dean of Saint Mark's and being part of this community. He acknowledged the recommendation came late last night and there was no opportunity for reflection, no time to digest and talk completely. He then offered five reflections. He noted that we are not voting on closing the discussion of how we collect ASA numbers and how Compline fits into the identity of who we are—but he would like to be part of the discussion when it happens. Two resolutions (in May 2006 & February 2007) are quite specific in their instructions to the Vestry and have not been referenced in the documents here. He does not want to prolong this process any longer—we have ministry work to do together and it is time to get back to this. Finally he requested that the Vestry not exclude the voice of the Chancellor and Treasurer from the executive session since they have been significant in

everything done to this point. Miller Adams, as Chancellor to Province VIII, said he would recommend in favor of advisors in the form of a lawyer and an accountant being present.

It was moved and approved to include John Hoerster and Tracy Garland in executive session.

The Vestry left the room and adjourned to the Choir Room for Executive Session at approximately 7:30pm.

The meeting was reconvened at 10:27pm at which time two guests remained. Carol reported that a decision had been reached. The warden's requested the opportunity to speak with Robert privately to present the decision to him and to agree on when and how information will be disseminated. An announcement would be made the next day.

Robert suggested the suspension of the agenda and made a motion to adjourn with prayer. LaVerne Hall, on behalf of the Vestry, thanked those who stayed.

Closing Prayer- Sam Fleshman closed the meeting with a prayer.

Respectfully submitted,

Elisabeth Sloat

Executive Assistant to the Dean

Barbara Erickson

Clerk of the Vestry

St. Mark's Cathedral Vestry Minutes, September 25, 2007