



APRIL VESTRY MEETING

MEETING MINUTES
April 22, 2008 6:00-8:30pm
St. Nicholas Bldg, Rm 216

Vestry Members Present

Carol Hoerster,
Bob Muglia, Junior Warden
Antonio Foglia
Sam Fleshman
Phil Haas
Margaret Rothschild, Junior Warden
Kate O'Sullivan
Randy Revelle
Randy Urmston, Senior Warden
Michele Hasson
Herb Williams

Vestry Members Absent

Miller Adams
Bishop Greg Rickel

Officers Absent

John Hoerster, Chancellor

Staff Members Present

Rev. Ralph Carskadden, Priest-in-Charge
Mary Coon, Interim COO
Rev. Marilyn Cornwell
Rev. David Mesenbring
Ryan Marriott, Manager,
Stewardship & Development
Liz Sloat, Executive Assistant to Dean
Virginia Lenker, Recording Secretary
& Intern, Development Office

8 guests were present

Call to Order

The meeting was called to order by Father Ralph Carskadden, Priest-in-Charge.

Spiritual Reflection

Kate O'Sullivan read a passage from Acts, and Ralph offered a prayer.

Action Item

Consent Agenda

The Vestry accepted the Consent Agenda consisting of the following:

- Approval of Minutes of March 15, 2008 Vestry Meeting
- Approval of Minutes of April 8, 2008 Vestry Meeting – with the addition that Phil Haas was present.
- Receipt of Reports/Notes/Minutes of Meetings of Vestry Committees:
 - Facilities Committee minutes – 4/15
 - Mission & Strategy Committee Minutes 4/8

Ralph read the resignation letters of Susan Lewis, Senior Warden, and the Rev. Sandy Brown, Community Representative. The Vestry accepted their resignations with regret. Several members commented on the exceptional job Susan had done during her brief time as Senior Warden.

The Vestry made a motion for the Senior Warden to send a letter of thanks and support to Sandy Brown and Susan Lewis. The motion was seconded and approved unanimously.

Elections

Ralph began by saying that according to the bylaws, the Dean appoints the Senior Warden and the Vestry elects the Junior Warden(s). In his capacity as Dean of the Cathedral during the vacancy, the Bishop advised the Priest-in-Charge to have the Vestry elect the Senior Warden in addition to the Junior Warden(s) from the current membership. Ralph also noted that a new Treasurer would need to be elected since Tracy Garland resigned. Members of the Vestry were asked to name which committees they currently serve upon, would be willing to join, and/or interested in being an officer. Liz Sloat, Executive Assistant will record the resulting matrix and maintain it in the files.

Wardens

A motion to elect Randy Urmston as Senior Warden was seconded and approved unanimously.

A motion to elect Margaret Rothschild as Junior Warden was seconded and approved unanimously.

Randy Revelle and Bob Muglia both expressed interest in serving as Junior Warden. After discussion, and agreeing that either person would be an excellent candidate, **the Vestry voted by paper ballot. Bob Muglia and Randy Revelle did not vote. Bob Muglia was elected Junior Warden.**

Clerk

Ralph said that the Clerk position would be filled at a later meeting.

Treasurer

A motion to elect Steve Paul Moen as Treasurer was seconded and approved unanimously. Steve Moen had previously served as Treasurer for the Cathedral in the 1980s.

Committees

Per bylaws, the Senior Warden assigns Vestry members to committees. Randy Urmston approved, and the members agreed to, the following committee assignments. It was discussed that a minimum of two Vestry members must serve on each committee, with the exception of the Finance Committee which requires three. Not every committee slot was filled. The plan is to search for new members for the vacant seats who have the skills needed to fill these positions.

Stewardship and Development

Randy Revelle, chair; Margaret Rothschild, Michele Hasson

Mission and Strategy

Bob Muglia, chair; Carol Hoerster, Randy Urmston, Margaret Rothschild, Antonio Foglia

Governance

Carol Hoerster, chair. Randy Revelle and Kate O'Sullivan also expressed interest in being part of this committee.

Finance Committee

Phil Haas, chair; Miller Adams, Bob Muglia, Antonio Foglia, Randy Urmston

Personnel

Herb Williams, chair; *second vestry seat open*

Holy Orders

Sam Fleshman, chair; *second vestry seat open*. Sam recommended that the other seat be filled by a parish representative.

Facilities

Two seats, including chair, remain open. Several Vestry members suggested that the Nominating Committee look for an architect, banker, and/or someone with knowledge in ecological sustainability to fill slots on this committee.

Priest in Charge Report

Ralph said his weekly email updates to the congregation have been well received, and people appreciate the regular reporting of information. He reported that the Cathedral staff needs help in responding appropriately to questions from the congregation. For example, there are children who are very confused by the expression “medical leave” and with Robert’s sudden departure now think he is quite ill. Ralph noted that David has had some intense and emotional calls from parishioners in the past few days. There was discussion about the information currently on the website, an acknowledgement that not everyone has access to the internet, and that not everyone processes information at the same rate. David Mesenbring, Pastor for Church in the World, suggested having a variety of informational forums, such as a session with Cabby Tennis or with former Vestry members. Ralph said that the Vestry Wardens and the Chancellor will meet with program staff to discuss what they can and cannot say, taking into consideration potential legal ramifications.

Mary Coon, Interim COO, reviewed the Cathedral’s current operating budget noting that as of March 31, YTD revenue (actual \$564K, budget \$572K) is slightly under budget and YTD expenses (actual \$535K, budget \$592K) are also under budget. Mary thanked the Cathedral’s Staff Accountant, Dimitri Pletz, for his considerable work in the absence of COO and Dean.

Mary reported that *Saint Mark’s Celebrates Seattle 2008 (SMCS08)* is in the process of being rescheduled to October, date still to be announced. John and Laurel Nesholm will be honored with the Spirit of the City of award. The revenue goal for *SMCS08* is \$123K. (*Update: Since the meeting the date of SMCS08 has been confirmed as October 16, 2008*) Mary then noted that she and Ralph are making plans for staffing the Development Office when Ryan and Sara leave in May.

Mary reviewed the notes on the Operating Fund Report and Forecast. She noted that the revenue forecast from the Diocese is \$20K over budget because the Diocese is contributing that amount to the Dean’s settlement; in addition they will pay one-half of the cost of mediation. She also noted that some personnel expenses will be lower than budgeted, due to lower salaries and/or delayed hiring of COO, Director of Development, Financial Manager and Ministry Support Coordinator. Those savings will offset the costs of the severance package and the hiring of a Priest-in-Charge. Mary noted that legal expenses will be over budget, due to fees connected with the severance package and mediation costs (the latter being unknown at this time). Currently, the 2008 year-end forecast indicates a loss; staff will be working in the next month to determine the strategies and actions to end the year at break-even or better.

Clergy Housing Resolution

Resolution #08-FI-04 (Clergy Housing Allowance- Ralph Carskadden) was moved, seconded and passed unanimously.

Other Action Items:

Ralph then turned the chairing of the meeting over to the new Senior Warden, Randy Urmston.

Proposed Vestry Resolution P-08-GO-03, (Executive Committee) The Chancellor recommends that the Vestry annually designate who is on the Executive Committee, especially since the bylaws do not expressly state that the Dean serves on the Executive Committee of the Vestry. Antonio Foglia noted that the Canons of the Episcopal Church canons require the Dean to be present at all business meetings. **The resolution was moved, seconded and passed unanimously with the amendment that the wording in the resolution statement matches the Chancellor’s recommendation noted in the history. Thus, the words “and such other Vestry members as may be selected” were added after the word “Treasurer”.**

Conflict of Interest. Liz Sloat, Executive Assistant, noted that all Vestry members and officers must sign the Conflict of Interest Affirmation of Compliance and that the Conflict of Interest Policy was available for review in the Vestry notebooks.

Nominating Committee: Although the bylaws allow Vestry vacancies to be filled by appointment, Ralph, the Bishop and others want the process to be very open and recognizable. At the request of the Priest-in-Charge and the consent of the Vestry, indicated in an email poll, Walter Stuteville, Chair, has agreed to reconvene the 2007 Nominating Committee to fill the parish representative vacancies created by the resignation of Susan Lewis and Ben Porter. (*Update:* Kate O’Sullivan was accepted to the postulancy on the day following the meeting. Postulants are not permitted, per Canon law, to serve on Vestries. Bishop Rivera agreed that she could continue to serve until a replacement was found.) The Nominating Committee will present candidates at the Vestry’s May meeting. After discussion, the Vestry agreed not to fill the Community Representative vacancy for the time being.

A motion was made to reconvene the Nominating Committee to fill the parish Vestry vacancies and present candidates at the Vestry’s May meeting. The motion was seconded and passed unanimously.

Randy Urmston thanked Kate for providing tonight’s refreshments. It was asked that Vestry members please sign up to bring refreshments and to say closing prayer for the remainder of the Vestry year.

Main Thing:

David Mesenbring discussed **Proposed Vestry Resolution P-08-FI-03 (Church in the World onetime gift to St. Brigid’s Banquet)**. The Church in the World Coordinating Committee recommends allocating 5% of the holdings in the Church in the World Endowment Fund as of December 31, 2007 (currently about \$2000) to St. Brigid’s Banquet, the Cathedral’s cooking ministry providing meals for Noel House, the University District Teen Feed and others. David explained that St. Brigid’s Banquet has new leadership, no money, and desperately needs financial support.

Proposed Vestry Resolution P-08-FI-03 (Church in the World onetime gift to St. Brigid’s Banquet) was passed unanimously.

New Business

Kate O’Sullivan presented a Draft Proposal for the formation of a new ministry, the “Leadership Formation Group”. This group started with forums in Lent about Leadership and has subsequently organized the Community Conversations. The group would teach leadership formation and development, and foster partnerships. Kate proposed a parish-wide Leadership Retreat on June 7, to work on a plan for the transition. She also discussed coordinating a week-long Leadership Camp in July, to be taught by David, Marilyn and other experts in the Saint Mark’s congregation. The Vestry appreciated Kate’s proposal, and suggested that

Kate provide more specifics including clearly defined outcomes, a financial plan, a time line, proposed audience and structure. There was discussion about avoiding rigid or hierarchical thinking and domination systems, and encouraging people to discover their abilities to lead and mentor. Several Vestry members were interested in how Kate's proposed ministry will work with current ministry areas. Marilyn Cornwell, Pastor for Congregational Care, said she supports the proposal, but emphasized that the proposal did not come from her office. Antonio Foglia spoke of several parishes on the East Coast where Vestry members go on leadership training retreats at the beginning of their terms, which are "transformational".

Open Mike

Carol asked what progress the Bishop has made toward getting a consultant for the Vestry, as proposed in the Donovan Report. Bob suggested that this consultant might lead the Vestry on a leadership retreat. Carol pointed out that the Vestry did not really have a retreat in March, because the time was taken up with mediation efforts. Ralph said he does not have any new information about a consultant, but will ask the Bishop.

David circulated a flier about a Pilgrimage to Ghana, Jan 15-Feb 3, 2009 and asked Vestry members to spread the word about the trip. The trip will include participants from around the Diocese, and applications will be accepted through June 1. There is no "service project" portion of the trip.

Randy Revelle distributed a packet of documents from the last Dean search, for those Vestry members who were interested. He also brought the Parsons Report from Dec. 1992, which was prepared for the Dean and the Vestry about management concerns. A number of members of the congregation had mentioned the Parsons report over the last few months. Randy, who was Junior Warden at the time the Report was made, felt that the Report did not have much value or relevance to the current situation. Randy asked the Vestry to keep the information in the Parsons Report confidential, since it refers to specific individuals.

Marilyn reported on attending the week-long Clergy Leadership Conference noting that it was very challenging and beneficial.

Closing Prayer

Randy Revelle read a prayer "Slow Me Down, Lord" by Wilferd Arlan Peterson.

The next meeting will be May 27, 2008, 6-8:30pm, St. Nicholas Rm 216.

Respectfully submitted,

Virginia Lenker
Recording Secretary

Liz Sloat
Executive Assistant to the Priest in Charge