



# JULY VESTRY MEETING

**MEETING MINUTES**  
**July 22, 2008 6:00-6:30pm**  
**Council Room, Diocesan House**

## Vestry Members Present

Randy Urmston, Sr. Warden  
Bob Muglia, Junior Warden  
Miller Adams  
Terry Brandon  
Kathleen Croston  
Sam Fleshman  
Phil Haas  
Michele Hasson  
Carol Hoerster  
Alan Mack, Bishop's Rep.  
Janet McCully  
Randy Revelle  
Herb Williams

## Vestry Members Absent

Antonio Foglia  
Bishop Greg Rickel  
Margaret Rothschild, Jr. Warden

## Staff Members Present

Rev. Ralph Carskadden, Priest-in-Charge  
Mary Coon, Interim COO  
Liz Sloat, Executive Assistant to the  
Priest-in-Charge

## Officers Present

Steve Moen, Treasurer

## Officers Absent

John Hoerster, Chancellor  
Virginia Lenker, Clerk

No guests present.

## Call to Order

Randy Urmston called the meeting to order at 6 pm and reviewed the agenda for the evening.

## Spiritual Reflection

Father Ralph led the group in the Litany of Lament which would be used at the Evening Prayer that week as part of the Octave of Lament.

## Action Item

### Consent Agenda – (NO DISCUSSION):

The Vestry accepted the Consent Agenda consisting of the following:

- Approval of Minutes of June 24, 2008 Vestry Meeting *with corrections submitted by Randy Revelle.*
- Receipt of Reports/Notes/Minutes of Meetings of Vestry Committees:
  - Facilities Committee minutes (*draft*)– 7/15
  - Finance Committee meeting notes (*hand carried*)- 7/21
  - Governance notes (*draft*)– 7/15
  - Personnel Committee reports (*draft*)– 7/16

## Senior Warden's Report:

Randy Urmston made a request on behalf of the Stewardship Committee that the Vestry meet on the 4<sup>th</sup> Tuesday in August. The Stewardship Committee would like to bring the Vestry up to speed on their involvement in the Annual Campaign. Both Randy Urmston and Randy Revelle said it was critical that all Vestry members be involved in the Annual Campaign. The committee feels it would be too late in the process to wait for the September meeting. It was agreed that the Vestry would meet on August 26, despite concerns over how many anticipated being able to attend.

### Nominating Committee

Randy Urmston put forward a resolution for the Nominating Committee. Six members of the parish were named (Nancy Ousley (chair), Mac Brown, Meg Mathews, Janet McCully, Nan Nalder, and Pat Taylor). Ralph spoke about the process of naming the Diocesan members of the committee, saying that the two who had served in the previous year (the Rev Robert Biever and Cleveland Riley) would be willing to serve again, but needed to be reappointed by the Bishop before they could be approved by the Vestry. There is urgency to confirming this team because diocesan candidates need to be nominated in time to be voted on at Diocesan Convention in November. Randy Urmston talked about the qualifications of the two community representatives proposed for the committee, noting that Virginia Vorhees Wilcox is active in the arts and on the Landmarks board and that David Buck serves on numerous boards, including the Chapel of Saints Martha and Mary at Pike Place Market.

**The motion to approve Proposed Resolution #P08-GO-06 (Nominating committee membership) was made, seconded and approved with the exception of the Diocesan Representatives who must be first be appointed by the Bishop.**

### Treasurer's Report

Steve Moen, Cathedral Treasurer, presented the Operating Fund Summary and Forecast, as of June 30. He noted that it was still too early to read much into the \$22K surplus as there are still many factors outstanding during 2008, including *Saint Mark's Celebrates Seattle*. The financial report will be made available on the website, as well as on the bulletin board in Bloedel.

### Hallock retirement obligations funding

Steve presented a resolution concerning the continued funding of Peter Hallock's retirement Trust. In 1991 the Vestry approved the purchase of a \$115,000 mutual fund to fund payments to Peter through a special Trust; additional funding is necessary to continue the \$1,500 monthly payments to Peter. The Wardens, Personnel Committee Co-Chairs, Finance Committee Chair, Treasurer and staff recommended that the remainder of 2008 be funded from the operating fund and that future funding be incorporated into the budget process. Michele Hasson suggested calculating the amount needed to fund it through 2010 to determine how much needs to be put aside. Randy Revelle referred to the decision of the Vestry in 1999 to recommend annual cost of living adjustments and expressed concern that this obligation has not been included. It was noted that it was not clear from the files whether Peter was ever aware of those discussions and that costs of living adjustments had not been made (although there had been a onetime adjustment in 1999 increasing the payment from \$1,118 to \$1,500 per month.. John Hoerster, who was not present, had indicated during the process of preparing the resolution that the Cathedral had met its obligation to this point.

**The motion to approve Proposed Resolution #P08-FI-09 (Hallock retirement obligations funding) was made, seconded and passed unanimously.**

### Cathedral Auditor

The treasurer then presented a resolution to retain Clark Nuber, PS as auditor of the Cathedral finances. The resolution also thanked Bader Martin for their excellent service and noted that the timetable for the 2007 and 2008 audits will be developed by the staff and approved by the Finance Committee. In response to a question, Mary Coon noted that Jacobson Jarvis was contacted but they are not currently accepting new clients.

**The motion to approve Proposed Resolution #P08-FI-10 (Recommending Clark Nuber as Cathedral auditor) was made, seconded and passed, with Randy Revelle abstaining because of his friendship with Mr. Nuber.**

### **Committee Chair Highlights**

*Finance Committee:* Phil Haas, Chair of the committee noted that work would begin in August and September to prepare for the 2009 budget process. He also reported that Marshal McReal, on behalf of Goldman Sachs, provided a presentation about investment approaches, particularly highlighting the idea of a more active approach to the Cathedral investments. The Finance Committee is considering the options before them, including whether it would be advantageous to pool Foundation and Cathedral investments and whether to retain the services of Goldman Sachs or another financial advisor. Work is being done to familiarize the committee with the history and purpose of the separate Foundation funds. He also noted with regret that Jane Stonecipher has resigned as Treasurer of the Foundation.

### **Executive Session**

As planned, promptly at 6:30p, Vestry members went into Executive Session to meet with the two candidates and the Rev. Joan Anthony, Canon to the Ordinary, followed by a debrief meeting. Officers and staff left the meeting.

**The next meeting will be Tuesday, August 26, 2008 at 6pm.**

Respectfully submitted,

Virginia Lenker  
Recording Secretary

Liz Sloat  
Executive Assistant to the Priest in Charge