



APRIL VESTRY MEETING

Tuesday, April 28, 2009
St. Nicholas, Rm 216; 6-9:30p.m.

Vestry Members Present

Phil Haas, Sr. Warden
Margaret Rothschild, Jr. Warden
Kathleen Croston
Sam Fleshman
Nancy Jacobs
Patty Baker
Marge Anderson
John Friedman
Bob Kirkman
Terry Brandon
Dennis Andersen
Bob Muglia
Janet McCully

Vestry Members Absent

Randy Revelle, Jr. Warden
Bishop Greg Rickel
Alan Mack, Bishop's Rep.

Officers Present

John Hoerster, Chancellor
Steve Moen, Treasurer
Virginia Lenker, Clerk

Staff Members Present

Rev. Rebecca McClain, Canon Missioner
Mary Coon, Director of Abundance
Becky Morrill, Liturgist
Mel Butler,
Liz Sloat
Alan de Puy
Rev. David Mesenbring

Guests

Jean Leed, Foundation Board President
Jo Ann Bailey

Call to Order

Phil called the meeting to order promptly at 6pm, and reminded everyone of the full agenda.

Spiritual Reflection and Worship & Music Program Update

Mel Butler led the group in singing an Easter carol. Becky Morrill offered a prayer by Catherine of Siena.

Becky compared her job as liturgist to a stage manager. Out of 235 people who are involved in liturgical ministry at Saint Mark's (58 each Sunday), only 6 are ordained. She wants liturgy "to be perceivable, but not destroy the mystery." She is working on updating the 9am liturgy, and developing outlines or patterns for diocesan events. In addition, Becky is working with the Emerging Church to create new community liturgies.

Mel spoke about the music program. The choir school includes three groups: Junior Choristers (K-2) led by Brian Fairbanks and the elementary-aged Boys and Girls (BG's) Choir led by Tom Joyce. Mel and Tom give music theory lessons during the week to the BG's, so they can attain ribbons from the Royal School of Church Music program, "scouts for singers." Brian leads the 7-12th grade Youth Ensemble, who recently returned from New Orleans. Bishop Nedi and Brian are working on an outreach program, to help churches that don't have any youth choirs yet—perhaps All Saints or St. Clements. There are four adult choirs: the Women's Choir; the Gallery Choir, who sing evensong and other services; Saint Mark's Singers who sing at the 9am service; and the Cathedral Choir who sing at the 11am service. The Women's and Gallery Choirs include members from other parishes. Mel includes music from other cultures along with standard Anglican repertoire. Unlike many Cathedrals and large churches, there are no paid singers in the choirs. Many choir members are also professional musicians. There is also a large instrumental ensemble at the 9am service.

Mel and Brian are full time staff. In addition to leading the BG's, Tom Joyce is the assistant organist and administers the Arts at Saint Mark's concert series. Herb Williams plays organ at 8am. Vern Nicodemus gets a small stipend for filling the very rare 2nd bass part, and playing trumpet on an on-call basis.

Action Items

The Vestry accepted the Consent Agenda consisting of the following:

- Approval of Minutes of January 27, 2009 & March 21-22, 2009 Vestry Meetings, with minor amendments.
- Receipt of Reports/Notes/Minutes of Meetings of Vestry Committees:
 - Finance Committee meeting notes–3/17, 4/21
 - Governance notes–3/10
 - Mission & Strategy Committee notes–2/23

CANON MISSIONER'S REPORT

Vestry Calendar

Future meetings will usually be held in Council Room of Diocesan House, on the 4th Tuesday of the month. Wardens and Senior staff will meet to plan agendas approx. one week before each meeting.

The Joint Foundation/Vestry dinner and meeting will be held Tues. June 30, a separate date from either group's regular meeting time. Vestry meetings were added for August and November. By group vote, the October retreat will take place at Diocesan House. December's meeting will be held on December 22, to give time for the Annual Campaign to wrap up before approving the 2010 budget. The Annual Meeting will be Jan. 24, 2010- a change from the date previously announced. The spring retreat will be Feb. 20-21, 2010 at Camp Huston.

A motion to approve Proposed Resolution P09-GO-02 (Revised 2009-2010 Vestry Calendar) was made and seconded. The motion passed unanimously.

Executive Committee

A resolution about membership of a committee who "may exercise the authority of the Vestry" is presented for vote each year. There was discussion and questions why the bylaws do not include the dean on the executive committee, and when the executive committee could or would meet. Also, since the clerk and treasurer are not elected, by Washington state code they must be auxiliary or non-voting members of the committee. Terry opposed the resolution, because it gives the appearance of giving power to a small group of people, and goes against the Vestry's goals of transparency and building trust.

A motion to table Proposed Resolution P09-GO-03 pending further discussion was made and seconded. The motion passed unanimously.

SENIOR WARDEN'S REPORT

Phil and Margaret will start on the Mutual Ministry process to review Rebecca's ministry, an important contractual requirement. Rebecca will also review the Vestry. Rebecca is assessing staff performance, roles and responsibilities.

Phil distributed a diocesan building survey document. Carl Knirk will use the results to create a feasibility study for the capital campaign. The diocese suggested that Saint Mark's identify a reciprocal church to use in case either church's building is destroyed. The Facilities Committee will review options and make a proposal.

Phil raised concerns about committee notes and minutes that are part of the consent agenda, noting the volume of paper required to print everything. It was decided that Finance, Governance and Foundation minutes need to be detailed, however, other committees need only submit a short summary of their work each month.

Besides dinner, the joint Foundation/Vestry meeting on June 30 will include discussion of joint audit, building tour (focusing on deferred maintenance and repair needs) and preparations for capital campaign.

Committee Reports

Buildings and grounds report – Alan DePuy, Clerke of the Works

Alan's responsibilities include hospitality, physical plant, and communications. Alan distributed a list of facilities updates done in March and April. There have been 724 events since he arrived in March. All applauded the work done

so far, including painting Bloedel Hall and the upstairs restrooms. He and Rebecca are trying to de-clutter the Narthex, to create a peaceful and calming transition into the holy space. Alan is considering how to best to display information about coming events and Cathedral activities, possibly using an electronic display. Noel House reports that women are calmer after Bloedel Hall clean up and painting.

Master Planning Task Force (MPTF)

Mary and Rebecca met with MPTF chairs John Nesholm, John Hoerster and Judy Whetzel to discuss re-energizing the group, and approaching the master plan in stages: exterior, interior, and floor, for a total capital campaign of \$10MM. The June 30 joint Foundation/Vestry meeting will discuss potential for future capital campaign.

Leadership and Development

Janet urged everyone to attend Rev. Dr. Samuel Torvend's presentation on Sun. May 3 "Leadership in the Episcopal Church in the 21st Century."

Governance –Margaret Rothschild, chair

The Governance committee is working on the nominating process, leadership development (retreats, exit interviews, etc), parish leadership ladder, and changing the composition of the vestry. They suggest moving to 12 parish reps, 3 dio reps and phasing out community reps—perhaps moving them to the Foundation board. The bishop would be replaced by a voting representative. The dean would also have a vote, for 17 votes all together. The proposal must be ratified at Diocesan Convention in accordance with the Canons of the Diocese, a process that takes multiple years.

Stewardship – Jo Ann Bailey, in Randy Revelle's absence

Jo Ann distributed the stewardship committee's 2009-2010 work program, including updating its mission and goals statement: "the Stewardship committee seeks to transform Saint Mark's Cathedral Parish into a growing faith community of cheerful givers of time, talent and treasure." Jo Ann distributed a sign-up list for thank you calls to 2009 pledgers, as well as hosting small gatherings this summer, as part of the Gratitude Project.

A motion to endorse the Stewardship Committee's work plan and statement of Mission and Goals was made and seconded. The motion passed unanimously, to applause.

Parish Finance-Mary Coon and Bob Kirkman, Finance Committee chair

Mary referred to a Net Endowment Summary comparing 12/31/2008 to 12/31/07. Total Cathedral endowments went from \$1.925MM to \$1.058MM. The decreased value reflects market downturns plus withdrawal to pay severance/transition expenses. The Vestry Designated Fund (rainy day fund or reserves) also declined in that period.

Mary presented the Operating Fund Summary, noting that Annual Campaign revenues are continuing to come in on target, however plate revenue is currently at 50% of budget. The Cathedral has \$245K in major gifts and grants already pledged, so an additional \$125K is needed this year.

The summary includes two year-end forecasts with lowered revenue assumptions, based on Finance Committee recommendations including 5% to 10% pledge decreases, lower plate revenue, lower amount of new gifts and grants, decreased revenue from *Saint Mark's Celebrates Seattle*, and decreased revenue from rentals and other fees. Finally, the finance committee strongly recommended against making any withdrawals from the Vestry Designated fund. If expenses stay the same, the forecasts present potential deficits of \$228K to \$366K.

A motion to approve Proposed Resolution P09-FI-04 (Draft Accounting Policies and Procedures), was made and approved. The motion passed unanimously.

The Vestry went into Executive Session to discuss the Finance Committee's report.

Saint Mark's Cathedral Foundation – Jean Leed, board president

Rebecca thanked Jean for strong leadership and helping to improve the joint relationship. The Foundation has approved a resolution about the Foundation's Mission and Preparation for a Potential Capital Campaign. Jean explained that the Vestry must first define the scope, purpose, and estimated costs. The MPTF is being reconstituted to

advise the Vestry. The Foundation will support the Vestry's mandate by recommending a campaign consultant, building a case statement, etc.

A motion to approve Joint Resolution P09-FI-02 (Foundation Roadmap and Preparation for Potential Capital Campaign) was made and seconded. The motion passed unanimously.

The Foundation approved a resolution to extinguish a long-term "loan" from the Foundation to the Cathedral of \$361K. Jean referred to a *Summary of Century II and Chapel Restoration Transfers* to explain the complicated history. Mary and others recommend extinguishing the "loan" as a demonstration of the renewed level of teamwork and trust between the organizations. Having clean and clear financial statements will be very important when approaching potential donors, both for planned gifts and for a capital campaign. Clark Nuber will be conducting a combined 2008 audit of Cathedral, Foundation and LLC, but funds will not be combined.

A motion to approve Joint Resolution P09-FI-03 (Joint Audit) was made and seconded. The motion passed unanimously.

Closing Prayer and Adjournment

John Friedman offered a prayer for guidance and wisdom. The meeting was adjourned at 9:30pm.

The next meeting is Tuesday, May 26 at 6pm in Council Room, Diocesan House.

Respectfully submitted,

Virginia Lenker
Recording Secretary and Clerk

Liz Sloat
Vestry Support