



MARCH VESTRY MEETING

Tuesday, March 23, 2010
Council Room, Diocesan House, 6:00-8:30 p.m.

Vestry Members Present

Phil Haas, Sr. Warden
Randy Revelle, Jr. Warden
Janet McCully, Jr. Warden
Stacy Andersen
Erik Anderson
Marge Anderson
Katie Bishop
Terry Brandon
Phil Haas
Nancy Jacobs
Bob Kirkman
Dale Ramerman
Scott Smallwood
Roger Valdez
Joan Anthony, Bishop's Rep.

Vestry Members Absent

Patty Baker
Bishop Greg Rickel
Dennis Andersen

Officers Present

John Hoerster, Chancellor
Virginia Lenker, Clerk
Jonathan Nicholas, Treasurer

Staff Members Present

Rev. Rebecca McClain, Canon Missioner
Liz Sloat, Vestry Support
Rev. David Mesenbring

Guests

Jean Leed
Barry Johnson
Sandy McCloud
Mary Mullen

Call to Order and Spiritual Reflection

Rebecca called the meeting to order, and offered a prayer. Phil asked guests to introduce themselves.

Action Items

The Vestry accepted the Consent Agenda consisting of the following:

- Approval of Minutes of January 19, 2010 Vestry Retreat
- Approval of Minutes of February 20, 2010 Vestry Retreat, with a minor edit*
- Receipt of Reports/Notes/Minutes of Meetings of Vestry Committees
 - Stewardship: 1/7, 1/21, 2/4

*Nancy clarified that Diocesan Relations does not include governance committee and vestry representation to foundation board.

Canon Missioner's Report

Operations Review

Rebecca noted that John Friedman had left as Director of Operations to head a national sales force. She hired John Mather, a consultant, to make recommendations on the office staffing structure. In addition to observing, he met with each person asking them what they like to do. The consultant recommended increasing Deborah Sturm's accounting responsibilities, hiring a part-time bookkeeper, and not filling the director of operations position. He recommended getting rid of the current Raiser's Edge fundraising database and the MIP accounting system (which don't 'talk' to each other), and adopting a well-respected church-centered system that offers modules that are connected. As an expense comparison, the cathedral spends \$8-9K annually on upgrades for the current systems. The new system costs \$1200 to purchase and \$185 per month. Jonathan warned of additional hidden costs involved with changing accounting systems. Members of the stewardship committee are excited about the new system's abilities, including tracking volunteers. The transition will take place slowly.

In the near term, Alicia will move downstairs to create a welcoming hospitality center that includes an expanded volunteer-coordination ministry. Deborah will move upstairs to a more quiet location. Mel Butler recently sent a letter to families in the Choir School asking for financial gifts to fund Tom Joyce's position through the end of this year (Dec 2010). Responses are looking positive. There are still other issues in process, and Rebecca was not ready to make any other announcements about staffing.

Congregational Assessment Tool (CAT)

The online survey will close on March 26. Based on current results, Rebecca anticipates about 300 responses. As a comparison, average Sunday attendance was 473 in 2009. A report will be presented on Sun. April 25, 2-4pm in Bloedel Hall. Everyone (not just Vestry) is invited to be here for the presentation, or it will be possible to view it on-line. The presenter will be Russ Crabtree, of Holy Cow Consulting who administers the survey. He will also provide a written report.

Foundation Board update

The Foundation is consulting with Bishop Rickel about strengthening ties with the diocese, and increasing opportunities for gifts and bequests. Per Foundation's bylaws, the Senior Warden, Cathedral Treasurer and Finance committee chair serve as ex-officio members. At their quarterly meeting last night, the Foundation approved a resolution to temporarily modify the composition of the five directors connected with the Cathedral Corporation and waive the requirement that the Senior Warden and Treasurer serve on Foundation Board Committees. Work is being done by the Foundation to update their bylaws. The new vestry reps to the foundation board are Stacy (who is already a Foundation board member), Scott and Terry.

A motion to approve Joint Resolution #P10-GO-01, Modify Composition of Foundation Board was made and seconded. The motion passed unanimously.

A discussion followed the passing of the resolution related to what level of audit the Foundation would undergo this year and other concerns held by some Vestry members about the Foundation.

Committee Reports and Updates

Church in the World (CIW) – Marge Anderson

Stacy, Roger, Phil, and Marge are the vestry liaisons to the CIW coordinating committee (rather than forming a separate Vestry committee). Marge distributed a chart of dollars disbursed to various CIW initiatives and partners in 2010, based on the \$15K allocated in the Cathedral budget. There was discussion about rental fees, policies, and expectations. The Cathedral has different rates for for-profit, non-profit and CIW partner organizations. Rebecca reminded members that the cathedral's operating budget includes a revenue line for facilities rental. All cathedral groups using facilities space will be expected to do more of their own set up/clean up now. Plans are underway to communicate expectations with space usage.

Building & Hospitality – Erik Anderson

Erik distributed a list of goals for fulfilling Strategic Target #1: "Create a more welcoming, enduring, and environmentally sound facility." He will be working with John Hoerster and the master planning task force, and will meet with Alan DePuy in a few weeks to learn about completed and upcoming projects. Erik will also review the facility rental policy. Phil encouraged finishing as many deferred maintenance projects as possible, since a 3-year grant for deferred maintenance runs out at the end of this year. The Foundation board has been working with Bishop Rickel to strengthen ties with the diocese, and thereby get more gifts to support buildings and grounds.

Faith Formation & Congregational Life – Terry Brandon

This committee includes the former Personnel Committee. A second Pastoral Care Summit will take place on April 18. Many people will be confirmed, received and baptized at Easter Vigil. Rebecca is encouraged by the number of young couples involved now. Attendance in the Christian Education (Sunday school) classes has returned to 2006 levels. The Compline board wants to resume and strengthen relationships with the Cathedral. Phil pointed out that Compline is often how Saint Mark's is known regionally and nationally.

Diocesan Relations—Nancy Jacobs

Dale, Patty, Joan, Janet and Nancy have conferred by email to clarify their goal: “working to build bridges with congregations and ministries throughout the diocese.” Nancy reaffirmed that diocese includes everyone.

Governance—*Janet McCully*

Feedback on Vestry orientations has been good. There was positive discussion about Diana Gale’s “rumor of the week” idea. The committee will discuss the process of changing bylaws with John Hoerster on April 13. Bob noted that the Vestry has not yet formally discussed the issue of modifying vestry composition. Phil will ask Judy Andrews to include a discussion on it at the April Vestry meeting. A parish meeting, including results of the recent survey, is scheduled for Sun. May 2 after the 11:00 service.

Stewardship Committee – *Randy Revelle*

Membership is now at 15, including Roger and Scott as the newest Vestry reps. The committee is working on a plan for the coming year. Randy expects to present a final progress and financial report of 2009 soon, after reviewing data with Cathedral staff.

Finance & Joint Investment Committee (JIC) –*Bob Kirkman*

The committee will issue financial reports to the Vestry on a quarterly rather than monthly basis. Bob reported that YTD actual expenses compared to budget are looking good. The committee is looking at updating the cathedral’s investment policy. The committee is concerned about a potential revenue shortfall coming in 2011 because two large grants (\$150K total) are due to expire this year.

Bob briefly reviewed JIC’s history and decision to move Cathedral and Foundation’s endowments to professional investment advisors: Cascade Group of Morgan Stanley Smith Barney. All of the cathedral’s endowment assets are currently en route. About half of the Foundation’s assets are currently managed by the Diocesan Investment Fund. It is possible that the Foundation may not move those assets out of DIF, because of a perceived conflict with their vision of strengthening ties with the diocese. None of the Foundation’s assets have been moved yet. Cascade Group’s fees are based on a percentage of the assets they manage, and hopes that the JIC’s agreement does not fall through.

Diocesan Wardens/Vestry Day

Phil, Stacy, Nancy, Erik, Randy and Janet attended this day-long conference put on by the diocese at St. John’s Kirkland, and urged others to attend in future. Phil appreciated the reminder to do property and liability risk management insurance reviews annually. Judy Andrews, chancellor of the diocese and Saint Mark’s parishioner, gave an excellent presentation which she will repeat at the April vestry meeting. Phil recommended getting in touch with Kerry Allman, diocesan employee and expert resource on improving internet communication.

Meeting Evaluation and Open Mic

Barry thanked the Vestry for support of homeless advocacy ministry. Phil and Rebecca thanked Barry for his efforts. More than half of Saint Mark’s outreach centers around homelessness issues. Mary reported that Canaday house plans are going very well. Besides furnishing the apartments, donors are contributing to an activities fund. Barry asked for more information about the cathedral’s fundraiser approval process. There was a good deal of discussion about rumors that circulate when staff leave, or might leave, and how much communication is appropriate or “enough.” Phil reminded everyone that the cathedral’s staffing levels are lean. There was also discussion about the new format for Sunday morning bulletins.

Closing Prayer and Adjournment

Janet offered a closing prayer. The meeting adjourned at 8:50 pm.

The next meeting is Tues. April 27 at 6:30 in Council Room, Diocesan House.

Respectfully submitted,

Virginia Lenker
Recording Secretary and Clerk

Liz Sloat
Vestry Support