MAY VESTRY MEETING

Tuesday, May 23, 2017
Council Room, Diocesan House – 6:00 pm

Vestry Members Present
Amanda Davis
Vinh Do
Ralph Ermoian
Jim Green
Andrew Himes
Karen Knudson
Lynne Markova, Senior Warden
Mary Maxon, Diocesan Member
Peter McClung
Kelly Moody
Cara Peterson, Junior Warden
The Rev. Canon Marda Steedman Sanborn, Bishop's Representative
Walter Stuteville, Junior Warden
The Very Rev. Steve Thomason, Dean
Greg Walrath, Diocesan Member
Joe Wright

Vestry Members Absent
Christopher Breunig, Diocesan Member

Officers Present
Jenny Donner, Clerk
John Hoerster, Chancellor

Officers Absent
Phil Lloyd, Treasurer

Staff Members Present
Erik Donner, Executive Assistant to the Dean
The Rev. Nancy Ross, Curate

Guests Present
John Selberg
The Rev. Dr. Peter Strimer

Call to Order, Prayer, Review of Agenda
Steve called the meeting to order, thanked Amanda and Cara for providing dinner, and led the group in the Lord's Prayer.

Consent Agenda
The Vestry approved the minutes of the April 25, 2017 Vestry meeting.

Old Business

Capital Campaign Update– *John/Steve*
John and Steve provided several updates, including:

- We've received 48 new pledges totaling $195,000 since the last vestry meeting. We've raised a total of $8,340,000. With a budget of $10,043,000, our current gap is $1,703,000.
- The diocesan phase is still in full swing. John highlighted several events, including one held at Epiphany in early May, which drew 65 people and has raised over $60,000 thus far. Another event at St. Luke's drew 25 people. Several others are upcoming as well. Three parishes have agreed to give a portion of their own campaigns to Saint Mark's, which we anticipate could garner $300,000 - $500,000 in additional revenue.
- Steve and Bishop Rickel remain in contact with major gifts prospects.

- The Living Stones leadership team – Dean Thomason, the wardens, Marshal McReal, John and Carol Hoerster, Canon Daugherty, and Canon Coldwell – will meet to look at other strategies to close the gap.
- A fundraising gala is being planned for December 8, 2017, with Jennifer and Tracy Wong serving as co-chairs.

Peter inquired about pledge fulfillment. Steve offered that it's not known yet, but based on the last project in the 1990s, we do anticipate some slippage. Letters have been sent to those who've already pledged, to both thank them for their gift and show any balance remaining. A great many have already paid in full, or are making installments regularly. A small minority haven't begun fulfillment yet.

Capital Project Update – *Steve*
Steve provided several updates, including:
- The first windows came out yesterday from the north wall. All are being removed with particular safeguards due to presence of asbestos and lead.
- The first concrete cutting is under way next to the office entrance, to build the elevator annex. They will work their way upward over the next several days.
- Some bricks were removed from the front façade today to test seismic stability.
- On the front patio, some sections will be removed soon so the concrete can be replaced.
- We have the initial report in hand for the traffic flow study. Meetings are being planned to decipher the results. The good news already known, is that bi-directional traffic flow can be accommodated out of the current entry and exit paths.

Kelly inquired about parking availability on Sundays. Steve offered that all parking is available, including Bright Water and Gage, as their agreements are for Monday-Saturday. Peter asked about the scope of holes found near the roof of the building. Steve offered that concrete in-sets on the walls were uncovered, and were likely part of the original design. A scope will be done this week to see where those holes go. Peter also inquired about painting the inside walls of the nave. Steve offered that we are hopeful the $400,000 contingency can cover paint, especially while scaffolding is already up. We are awaiting pricing. He added that any other interior modifications are beyond the scope of the campaign. Lynne remarked that people seem impressed with signage, safety, and cleanliness of the project so far.

Sanctuary Hub Project – *The Rev. Dr. Peter Strimer*
Pete provided the following updates:
- Pete feels the leadership and energy are there to begin this work by our community, adding that it comes out of the refugee work from last fall.
- Our efforts are organized based on the Church Council of Greater Seattle's model.
- Three parishes have stated that they are ready, plus over 60 in conversation of being a possible spoke.
- At the next full committee meeting on June 6th, the formal plan will be presented. From there launching plans, projects and volunteering, with roll-out by Labor Day.

Ralph asked about our ongoing legal resources when questions come up. Pete offered that John will be included in emails, and other resources will be available as well. Pete noted that the Church Council of Greater Seattle is still developing their structure alongside us. Other organizations are being used as resources to develop that structure. Vinh asked about the activation component; specifically now that we have made our declaration, what services can be provided? Pete said that the scope of those services is still being determined. Karen pointed out that work remains on clarifying what that means, and to dispel the rumor that they are coming now. The communications sub-committee will be doing that work. Kelly offered a suggestion that perhaps we could gather questions, and post a video response, similar to Bishop Rickel's video posted in response to questions received around the ACLU lawsuit of the federal

government over President Trump's Executive Order on Immigration. Vinh asked about visibility in this work. Pete remarked that it is one of the biggest questions we are asking other places.

Planned Giving Initiative - *Steve*
Bill Zook recently presented a proposal, and is now conducting an audit to present to the vestry at a meeting in a few months.

New Business

Cathedral Foundation of the Diocese of Olympia (CFDO) Board Member - *Steve*
The Executive Committee has nominated Susan Knirk to a second term as board member, which she is both eligible and amenable to.

A motion to appoint Susan Knirk to a second term of three years as board member of the Cathedral Foundation of the Diocese of Olympia was made and passed unanimously.

Sabbatical Planning for 2018 – *Steve*
The outline document is in Dropbox. Steve invited questions for discussion. Mary asked if he was comfortable waiting until 2018. Steve mentioned that it had been slated for 2017, but put off a year with construction. He has scheduled a few upcoming vacations in the meantime for renewal. Ralph inquired about the logistics of covering duties as priest. Steve offered that planning has already begun, adding that the cathedral staff is aware and that a sabbatical planning committee will be in place by fall, which is common in parishes. Bishop Rickel has agreed to serve as a consultant for Saint Mark's throughout the process. Re-entry in unhealthy ways has been an issue in the past both at Saint Mark's and in other parishes, therefore healthy re-entry will be addressed as well. Vinh asked about funding. Steve provided clarity that he has professional development/contuning education funds as part of his Letter of Agreement, and that they will be privately paying for Kathy's expenses to accompany him on any trips taken. Any excess expenses for Steve, beyond what has been allocated, will be paid with personal funds.

A motion to authorize the 2018 sabbatical plan for the Dean of Saint Mark's Cathedral was made and passed unanimously.

Leadership Reports

Senior Warden - *Lynne*
Lynne recently attended several events, including the remembrance service at St. Peter's, Seattle for the 75th anniversary of the relocation and imprisonment of Japanese Americans during World War II, the May 1st Sanctuary kick-off, and Cathedral Day. She's also trying to attend other various meetings quarterly, and offered that if it would be helpful for her to be (or not be) at other meetings as well, to let her know.

Dean – *Steve*
Steve provide updates on a number of items, including:

- We received a letter of appreciation from the Diocese of Jerusalem, following our gift of the Good Friday plate offering. Steve added his thanks as well to everyone for their generosity.
- We had a successful Cathedral day with about 450 people attending. Included were 78 confirmations as well as food trucks and paper airplanes. He acknowledged Virginia Lenker for organizing.
- With the construction project, he's excited about the deepening of relationships that is happening across the diocese.

- The Cathedral Dean's meeting in Chicago was a good one. One speaker was from Christ Church, Oxford. Steve hopes we can get him here when he visits the West Coast next year, and he invited the Thomasons to visit his cathedral on their next visit to England.
- The Children and Families (half time) position will be posted.
- Cristi Chapman graduated from seminary today, and will begin her curacy with us on September 1st.
- Brochures will be out by the end of the week with the upcoming Wisdom School Curriculum.
- There will be 5 baptisms (all babies) on Pentecost.
- Malcolm McLaurin and Chris McPeak are in the 2nd phase of the discernment process, with committees meeting with them monthly. A report will be coming in September, in which they will then be asked to act on recommendations. Five others are in phase I of discernment.
- The Habitat for Humanity work crew has taken on elements of pedestrian flow within the building, including adding walls near the copy room and Steve's office to allow accessibility. Soundproofing in Northup continues. They have also performed work in the liturgy/music suite to create an additional office.
- John Hoerster's work as chancellor is pro bono. He's returned to his former firm part time, with a primary focus of pro bono work, following his retirement from full-time employment at the end of 2016.

Ministry/Committee Reports *(Minutes and reports are available in Dropbox)*

Faith Formation: Youth/Children - *Kelly*

They have not met, but meeting this Thursday. Kelly provided the following updates:

- They will be discussing streamlining communication across ministries at the next meeting.
- Rebekah Gilmore recently took the Cathedral Schola on a pilgrimage.
- June 7th will be a concert for all children's choirs.
- At Cathedral Day, the children ushered. There was also a great show of parents volunteering at the art table.
- This group is celebrating their level of involvement. Kelly remarked at the great level of positive energy.

Faith Formation: Adult – *Amanda/Greg/Jim*

Items of note:

- They are reviewing/revising their charter.
- The Cathedral Commons and Sunday forums will continue through the end of May.
- There will be a celebration dinner on June 14th for the Seattle Service Corp, held during the cathedral commons time slot. The participants will speak about how their experience has been, what it means to be a part of the Seattle Service Corp, and where they are headed next.
- On June 2nd there will be a fundraising event for Seattle Service Corp, hosted by the Seattle Service Corp members.
- Much discussion is taking place for possible topics in the fall.

Justice – *Karen/Christopher/Joe*

The next meeting will be on June 6th.

Hospitality - *Walter*

They will be meeting in a week.

Communications – *Mary/Andrew*

Andrew provided the following updates:

- He has agreed to serve as chair of the committee, as long as Mary Maxon serves as co-chair.

- We were able to allocate $26,000 on state-of-the-art equipment for live streaming of services and events. Half was funded by the diocese, with the approval of the Bishop. This year's salary for Chris Brown is being paid by a Congregational Development grant. There is a need to train a back-up for him if he is unavailable. Also of discussion is development of a policy and process around determining which events will be live-streamed.
- They are in dialog around how the Rubric might not only support our parish, but the entire diocese.

Stewardship - *Ralph*
Ralph provided a few updates, including:
- The theme for recent meetings has been around communicating with the younger community. They would like to gain more input from younger members, and would like to have younger members involved in the committee, especially as current committee members look to rotate out.
- This year's fall program will be 5 weeks in duration. Many ideas are in formation, including whether the Statement of Commitment and Action will be woven in.
- As a part of this year's campaign, we've received 434 pledges totaling $1,281,345, which is about a 5% increase from the 430 pledges received in 2016.

Finance – *Cara/Vinh/Amanda/Phil*
Cara reported that the 2016 financial review was finished, and the report is expected this week. The findings will be presented to the Finance Committee next month, followed by review from the Vestry. Next year we'll likely be looking at a full audit for 2017.

Facilities – *Walter*
Guest John Selberg, along with Mary, led a discussion around emergency planning. Two topics were reviewed:
- Steve requested that emergency and disaster plans be reviewed and updated, as they need work. The committee is working on it.
- Whether we'd like to consider becoming a community emergency shelter in the event of a natural disaster. The Red Cross can provide many supplies, such as cots, blankets, food, etc. They also pay for water and trash above and beyond regular usage. Peter asked about the location on campus. It would be held in Bloedel Hall. We would also have the ability the set parameters around the length of time it would be used in that capacity. Cara inquired about the impact with Noel House, since the Red Cross must have kitchen access. She also posed a question around the ability to close off the area/office access around the men's restroom. The answers are to be determined. Marda remarked that she has experience with this at her previous parish, adding that it had been mostly positive.

A motion to authorize Saint Mark's Cathedral to become an emergency shelter in the event of a natural disaster was made.

A subsequent motion to refer it back to the Facilities Committee for further vetting was made and passed unanimously.

2030 Visioning – *Lynne/Christopher/Cara*
Work continues on the final report. They will be meeting again in the first part of June, and are planning a forum for June 25th. They may have the formal report for the next Vestry meeting, which will include the traffic study as well.

Cathedral Foundation – *Steve*
Steve remarked that a lot of good things are happening; highlighting Bill Zook's recent presentation.

Check Out and Closing Prayer
Walter offered a closing prayer. The meeting was adjourned at 8:12 pm.

Respectfully submitted,

Jenny Donner
Recording Secretary and Clerk

Erik Donner
Executive Assistant

Dates/Events of Note
June 2 – Seattle Service Corps fundraiser
June 4 – Pentecost
June 7 – Choir School Concert