



August Vestry Meeting

Tuesday, August 25, 2020, 6pm
Zoom Video Conference

Vestry Members Present

Kristen Austin
Clara Berg
Carrie Davis
The Rev. Canon Arienne Davison, Bishop's Representative
Karla Koon, Diocesan Member
Micah Kurtz, Diocesan Member
Julia Logan, Senior Warden
Peter McClung, Junior Warden
Emily Meeks
Kari Nasby
Michael Perera
Marjorie Ringness
Robert Stevens
Walter Stuteville, Junior Warden
The Very Rev. Steve Thomason, Dean

Vestry Members Absent

Roberta Kanive

Officers Present

Barbara Erickson, Clerk
Re Knack, Chancellor
Phil Lloyd, Treasurer

Staff Members Present

Erik Donner, Executive Assistant to the Dean
Jim Pannell, Director of Operations

Guests

John Hoerster, Chancellor Emeritus

Call to Order, Prayer, Review of Agenda

Steve opened the meeting with a prayer at 6:00PM.

Consent Agenda

The Vestry approved the minutes of the June 23, 2020 meeting as written.

Special Order of Business

Exploratory Process for Redevelopment of the St. Nicholas Property. John Hoerster, chair of the Redevelopment Exploratory Committee, led a review and discussion of the Engagement Letter with Meriwether Advisors. Including an environmental stewardship and a long-term commitment to the community statement will be considered for the Request for Interest (RFI). The Vestry agrees with the RFI approach. A parish conversation to introduce this will be held on September 20, 2020.

A motion from the Executive Committee to authorize the endorsement of the Engagement Letter with Meriwether Advisors was approved.

OLD BUSINESS

Annual Financial Review

Phil reported that BDO provided a clean review of the financial statements.

A motion was made, seconded, and passed by the Vestry to receive the 2019 Financial Review as presented.

Reopening Planning Guide

Discussion of the document brought up the following points that Jim will take back to the committee: take into account those who are not entering the Cathedral may not arrive by car; screening questionnaire should mention air travel, although CDC removed the questionnaire, advised not to layout specifically as they are constantly changing; chairs will be arranged based on reservation requirements.

Rent Deferral Requests from Gage and Bright Water

Due to their closure and loss of income, addenda for both Gage and Bright Water have been executed reflecting the 33% break on rent for next 12 months, with repayment the following 24 months.

St. Nicholas and LLC Updates

Some of the legal documents are still outstanding, but the gift has been given and a plaque has been ordered for the St. Nicholas building honoring the LLC partners.

NEW BUSINESS

Solarc Proposal—Carbon Reduction Initiatives

Mutual Ministry goal to be Net Zero Carbon footprint by 2030 and \$25,000 is allocated to both the Cathedral and St. Nicholas operating budgets for this year for carbon reduction initiatives. Solarc's proposal provides opportunities with retrofits identified, return on investment in two years. Puget Sound Energy offers incentives that total \$35,000 of our \$50,000 budget.

Marjorie has prepared a one-year report for Creation Care. The goal for 2030 is for facility, campus, and our community to collectively have a net zero carbon footprint. Vestry is asked to take the first step by signing up for the Episcopal Church Carbon Tracker. The link:

<https://www.sustainislandhome.org/>.

The Vestry unanimously approved the motion that individual Vestry members would sign up on the carbon tracker to measure their impact.

Consideration of Duwamish Acknowledgments

We have a long-standing conversation and relationship with the Duwamish tribe and the Vestry is asked by the Executive Committee to consider these actions to raise awareness: 1) email signature tag, 2) acknowledgment in our service leaflet, 3) signage and 4) paying 'Real Rent' – building financial support into the 2021 budget. Robert, Michael and Re volunteered to work with staff on the details.

The Vestry approved the motion to adopt language acknowledging Duwamish land where the cathedral sits with details to be worked out.

Expanding Resource Model for Hybrid Connectivity

When the church reopens, many parishioners will still not be able to attend which leads to the question of how the various meeting rooms can be enhanced using the hybrid connectivity. Proposal being presented to enable engage more people and events possible in other areas of the campus. The total state-of-the-art hybrid technology expenditure is \$23,088. Application for a Congregational Development grant for \$20,000 has been completed, but it will be paid out in 2021. The proposal is seeking the funding now for the equipment purchase which is necessary due to the pandemic.

The Vestry approved a motion to authorize the purchase of \$23,088 worth of hybrid connectivity equipment in 2020.

Upgrades to Organ Console Video Panel

The analog video equipment that resides in the organ console for the organist to view what is happening during the service is not adequate to manage his job. Proposal is to provide a smaller up to date digital system will cost little over \$3,000.

The Vestry approved the motion to endorse the \$3,000 expenditure for a new organ console video panel.

Cathedral Foundation Financial Review 2019

Phil was asked to speak about the Alternate Audit Procedure used by the Foundation. An internal process was used versus using an outside firm.

The Vestry approved the motion to receive the Cathedral Foundation's 2019 Financial Review.

Annual Investment Distribution

The Finance Committee recommends the withdrawal of \$67,000 from the Diocesan Investment Fund. This is a spending rate of 4%.

The Vestry authorized the annual distribution at a 4% rate from the Diocesan Investment Fund as recommended by the Finance Committee. Vestry Resolution #20-FI-01.

LEADERSHIP REPORTS

Senior Warden

- Julia has been isolating at home, but after checking her calendar found that she had attended 18 meetings and events.
- Spirited Women's Virtual Retreat which went very, very well
- Member of a new subcommittee of the Facilities Committee that is charged with developing the cathedral archives.

Dean

- Stewardship planning for the Annual Appeal will be critical this year due to the financial challenge to the budget with the loss in pledges brought about by the pandemic.
- Vandalism and drug use can still be found on the campus. Challenges with homelessness and the drug epidemic.
- Tent City 3 will be onsite until mid-September, and will then move to Crown Hill to a Methodist church. We hope to have them back next summer.
- Engaged with a gift that was made to develop the cathedral archives in a more robust way,
- Carbon reduction elements, campus work, and the way we are responsible.
- The livestream continues to be the centerpiece of connectivity of Sunday worship and deep into fall program planning,
- Files of Note
 - Good Friday Offering Thank you letter from the American Friends of the Episcopal Diocese of Jerusalem. Also sent money recently to All Saints Episcopal Church in Beirut.
 - FEMA Security Grant Proposal 2020 – close to being able to initiate the process the government requires.
- Anti-racism series ending, engaged in a variety of ways to continue collaboration and reconciliation with Black community.

Ministry/Committee Structure and Reports

Faith Formation

Youth/Children: Interim Youth Director is Associate Musician/Choir School Director Rebekah Gilmore. Adult Faith Formation, Emily: Collaboration with Faith Formation and Creation Care

Creation Care, Marjorie: Thank you to Emily Meeks and Cristi Chapman for heading up Cathedral Commons in September and to the Vestry for signing on to the Carbon Tracker.

Communications, Michael: Greg Bloch has numerous web projects going; a new online format for the Ministry Directory; event promotional tool as the program year begins. Julia offered congratulations to Greg for his work on the Saint Mark's website, as Josh Hornbeck, Diocesan Canon Missioner for Communications, praised our website and congratulated Greg.

Stewardship, Robert: Committee is working hard, all material has been drafted; mini-brochure, prayer card, donation form ready thanks to Greg; and the speakers and writers identified. Good energy. Balancing a full year and not just pandemic, celebrating full breath of our community. Theme: One Body—A Cloud of Witnesses.

Finance, Peter: Stephen, Phil, and Steve put together the projections for the remainder of the year budget, projections show we are \$158,000 behind budget, incorporate the PPP loan with a balance sheet and not forgiven, will offset \$230,000.

Facilities, Walter: Archive Committee is working with Diane Wells, Diocesan Archivist. Material is at Diocesan House and will be removed to give them more room; boxes in the crypt will be reviewed.

Diocesan Members of the Vestry

Micah, St. Columba, Kent: Sunday pop-up service continues. Racial justice group starting in Fall.

Karla, St. Andrew, Seattle: continuing virtual worships/coffee hour; began house church - small groups forming during the week for prayers, beginning reopening plan with no exact dates, publishable document in the works.

Canon to the Ordinary, Arienne: August is vacation time at the diocese, continuing her normal work of diocese, salary and grant money, and continuing “internal work.”

Chancellor, Re: involved with legal work in support of the cathedral.

Cathedral Foundation, Steve: \$50,000 received for the Buildings and Grounds Endowment from Tim Watterson’s estate.

Reflection: What was intercultural about our agenda and conversations tonight?

Arienne provided some guidance on this reflective piece of the agenda saying it is most effective if we name the agenda item or the different things we said or did. Name the behavior.

- Acknowledging the Duwamish lands and do more in a way the honors past, present and future; Duwamish Tribe inclusion in the conversations; importance of Emily’s comment; Duwamish are living current people.
- St Nicholas proposal to include tenants.
- Racial Justice series – ongoing work, land use, detail in reopening.
- Different types of housing for carbon net zero.
- Hybrid model with meeting room usage.
- Hope for Tent City 3’s return next year and the positive impact of their being on campus.

Check out & Closing Prayer

Checkouts were given, and Kari gave the closing prayer. The meeting was adjourned at 8:21PM.

Respectfully submitted,

Barbara J. Erickson
Clerk

Erik Donner
Executive Assistant

Dates/Events of note

9/13 Ministry Fair (virtual)