



**SAINT MARK'S**  
EPISCOPAL CATHEDRAL

**November Vestry Meeting**  
**Minutes**  
Tuesday, Nov. 22, 2022 6PM  
Zoom

*Saint Mark's Cathedral acknowledges that we gather on the traditional land of the first people of Seattle, the Duwamish People, who are still here, and we honor with gratitude the land itself and the life of all the Coast Salish tribes.*

**Vestry Members Present**

Clara Berg, Junior Warden  
Tina Blondino, Diocesan Member  
Carmen Brady  
Wayne Duncan  
Scott Hulet  
Kristen Kelly  
Scott Kovacs  
Emily Meeks, Senior Warden  
Justin Mills  
Chris Rigos, Junior Warden  
Walter Stuteville, Junior Warden  
The Very Rev. Steve Thomason, Dean

**Vestry Members Absent**

The Rev. Canon Arienne Davison, Bishop's Representative  
Kathy Minsch  
Katie Prettyman, Diocesan Member  
Doug Thorpe

**Officers Present**

Barbara Erickson, Clerk  
Re Knack, Chancellor

**Officers Absent**

Lynne Cobb, Treasurer

**Staff Members Present**

Erik Donner, Executive Assistant to the Dean

**Call to Order, Land Acknowledgment, Prayer**

Steve opened the meeting with the Land Acknowledgment followed by a prayer at 6:02PM.

**Approval of October Vestry Minutes**

**A motion was made, seconded, and approved to adopt the minutes from the October 25, 2022 Vestry Meeting as published.**

## **SPECIAL ORDER OF BUSINESS**

### **Staff Changes and Property Management**

The Dean, and the Wardens, in consultation with Facilities and Finance committees, assessed the possibility of hiring a professional property management firm for comprehensive support for the St. Nicholas property and narrower support for the buildings and systems for the Cathedral properties – the Cathedral, the Cathedral House, Leffler, and the Carriage House. This will provide for a more efficient workflow and a level of expertise with our current older systems that we do not have today. A robust assessment process was used, and Chancellor Re Knack and the Dean are deep into contract negotiations for the St. Nicholas portion of a one-year contract. The positions of Director of Operations and Facilities Manager would remain unfilled with the property management firm taking on most of the responsibilities with Chris Brown, Facilities Associate, Erik Donner, the Dean’s office, the Junior Warden for Facilities and Wardens having more involvement. The Vestry was supportive of this direction.

### **2023 Budget Cycle**

The 2023 budget is close to being finalized. Dean Thomason shared the highlights of the income and expenses and noted the proposed budget has a \$45,000 deficit. Income: The pledge base appears to have a 5% increase over the current year; with more members keeping their pledge at their 2022 pledge level, while newcomer pledges and others have been generous, and rentals have increased to pre-pandemic rental levels. Expenses: The 10.1% Cost of Living Adjustment for the staff, although the total compensation was down slightly as two positions were not filled, a reprieve from health insurance as it is at 4.6%, utility costs were increased, as well as a modest increase for programs. The 2023 budget will be presented at the December Vestry meeting.

### **Cathedral Parish By-laws Revisions**

Re Knack reviewed the background for the Cathedral Parish By-laws revision. The primary changes are in Article II, Membership, detailing with the definition of the two classifications of members “General Member” and an “Active Member.” Discussion of whether these changes to the membership categories are also needed for the Articles of Incorporation. Re responded that, “*There is no need for us to amend them [Articles of Incorporation] at this time,*” along with the reasons via email the next day.

**The Vestry approved the recommendation to present the revised By-laws to the parish.**

## **EXECUTIVE SESSION OF THE VESTRY**

The Vestry went into Executive session and the staff member and clerk were excused.

**A motion was made, seconded, and carried to approve the modified proposal for a \$500 bonus for full-time staff and a \$250 bonus for part-time staff at year-end of 2022.**

## **OLD BUSINESS**

### **Campus Development Study Process**

A committee has been formed with John Hoerster appointed chairperson with Roberta Nestaas, Scott Hulet, Scott Kovacs, Emily Meeks, Senior Warden, Lynne Cobb, Treasurer, Re Knack, Chancellor, and Dean Thomason, ex officio, as members. Their first meeting is Monday, December 12.

### **Deanery Repairs Update**

Emily Meeks reported the expense for the windows will be capitalized and installation is set for July 2023. Repairs to the deanery roof are delayed, the new alarm system is working well, and the plumbing repairs will coincide with similar work being done for the cathedral.

### **Pre-design Work**

The committee continues to meet with the architect to review the early preliminary designs. More pricing analysis and cost estimates are needed before sharing any designs.

### **Stewardship Update**

Chris thanked everyone for their help and support and is seeking ways to expand the role of the committee in the Spring. Erik and Dean Thomason will reach out after Thanksgiving to families who pledged in 2022 but have not yet responded to the 2023 campaign.

### **Diocesan Convention**

Dean Thomason reviewed the convention highlights stating this was the last Diocesan Convention for Bishop Rickel; the Cost of Living Adjustment discussion was the most significant issue brought before the convention; the Cathedral's exhibit booth led by Emily, who in turn mentioned Judy Andrews was given kudos by Bishop Rickel for all her work at the Diocesan level; Judy Andrews and Michael Seewer were elected to General Convention and Emily Meeks to the Diocesan Council.

## **NEW BUSINESS**

### **Appointment of Diocesan Member of the Vestry**

Becky Kacel, St. John the Baptist, Seattle, has been recommended by the Nominating Committee and the Dean, and with the consent of Bishop Rickel, to a 3-year term as the Diocesan Member to the Vestry. Becky will begin her term in February 2023 after the Annual Parish Meeting. The Nominating Committee is still working on nominees for the vestry and Diocesan convention delegates.

**The Vestry approved the recommendation of Becky Kacel to the three-year term of Diocesan Member of the Vestry.**

### **Mutual Ministry Goals—Looking Forward**

Emily acknowledged that we all tend to shorten the names of the Mutual Ministry Goals – Creation Care and **Carbon Reduction**; Restorative Justice and **Systemic Change**; Intergenerational and **Innovative Community** – frequently omitting the words in purple. The ensuing conversation leaves everyone with the questions: Does shortening the titles have an impact on the work being done? Can/should we be more intentional about using the full title? Organizing a meeting's agenda around the full title?

### **Wardens' Responsibilities Resource Sheet**

Emily mentioned that the wardens put together a resource guide to help new wardens understand what their role is and to provide more information about their roles. Useful at the orientation for new vestry members.

### **Timeliness of Ministry Reports to the Vestry Dropbox**

Emily encouraged everyone to be timelier with the submission of their committee meeting reports. The identification of who will be responsible for the reports, using the available template, and agreeing that all would strive to place their meeting reports in the Dropbox on the Monday before the Vestry meeting takes place.

### **Clergy Housing Allowance**

A review of the housing allowance resolution, #22-FI-02, was discussed for the clergy Jennifer King Daugherty, Eliacin Rosario-Cruz, and Linzi Stahlecker.

**A motion was made, seconded, and approved to adopt the 2023 housing resolution, Vestry Resolution #22-FI-02, as proposed.**

### **Vestry Calendar**

The Vestry Calendar for February 2023 through January 2024 was placed in the Dropbox by Erik and after approval can be found in the Resource Document folder.

**A motion was made, seconded, and passed to adopt the 2023-2024 Vestry Calendar.**

### **Christmas Eve Parking**

Dean Thomason asked the Vestry for volunteers to assist with the Christmas Eve parking for the 4:00pm, 7:30pm and 11:00pm services. Those volunteering are asked to arrive an hour prior to the service they are serving. Seats will be reserved for those assisting with parking. This is a good example of servant leadership. Please let Erik or Dean Thomason know if you can help.

## **LEADERSHIP REPORTS**

### **Senior Warden**

- Bilingual wedding
- Nominating Committee's search for candidates
- Bilingual Night Prayer with Elizabeth Hawkins and the 20s & 30s
- Luke Abdow, Seattle Service Corps Director and support for 20s & 30s
- Reminder to update password for Dropbox as there can be periodic data leaks

### **Dean**

- Thank you for the card and chocolate for Clergy Appreciation Day
- Pointed out files of Note
- Change to Registered Agent for Saint Mark's Cathedral
- Funeral service for The Rev. Dr. Peter Strimer is on Saturday, December 3 at 10:00AM
- Rescheduling of the roof repair for St. Nicholas Building and the Deanery
- Annual Advent retreat November 28 through December 1
- Midst of the busy time with changes and challenges, creative energy appears – in between the flooding at Gage and the St. Nicholas Building, he called The Rev. Canon Pat Taylor to congratulate her on 90<sup>th</sup> birthday and the 26<sup>th</sup> anniversary of her priestly ordination along with a call to The Rev. Canon Dr. Marda Steedman Sanborn who was ordained on this same date – November 22, 1996.
- Files of Note—
  - EV Charging Station Report—  
Usage
  - EV Charging Station Report—  
GHG Savings
  - YACM Grant Application
  - Change of Registered Agent for SMCP: Owen Law FYI
  - Rickel TY note for Nov. 6  
Evensong and Gift

## **REFLECTION: MUTUAL MINISTRY CHECK-IN**

- Saved carbon footprint by attending meeting via Zoom
- Thank You to the Vestry and Finance Committee for robust funding of homeless meals program

- Interview with the intergenerational community
- The vestry's mix of generations
- Different ministry meeting reports contain good information
- 20s/30s wedding

### **CHECK OUT & CLOSING PRAYER**

Check outs were given, and the closing prayer was given by Tina. The meeting was adjourned at 8:05PM

Respectfully submitted,

Barbara J. Erickson  
Clerk

Erik Donner  
Executive Assistant

### Dates/Events of note

- 11/27—O Antiphons
- 12/13—Vestry meeting (note earlier date)
- 12/18—Comfort at Christmas (FKA Blue Christmas)
- 12/20—Pageant of the Nativity
- 12/24—4pm, 7:30 and 11pm Eucharist
- 12/25—10 am Eucharist