



SAINT MARK'S
EPISCOPAL CATHEDRAL

**January Vestry
Meeting
Minutes**

**Tuesday, January 23, 2024 6 p.m.
Diocesan House Council Room**

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

Tina Blondino, Diocesan Member (Zoom)
Carmen Brady
Wayne Duncan
Greg Hamm, Junior Warden (Zoom)
Scott Hulet, Senior Warden
Kristen Kelly
Scott Kovacs, Junior Warden
Justin Mills
Kathy Minsch
Katie Prettyman, Diocesan Member (Zoom)
Chris Rigos, Junior Warden
Peter Snyder
Alexandra Thompson (Zoom)
The Very Rev. Steve Thomason, Dean
Doug Thorpe

Vestry Members Absent

The Rev. Canon Arienne Davison, Bishop's Representative
Becky Kacel, Diocesan Member

Officers Present

Barbara Erickson, Clerk
Re Knack, Chancellor

Officers Absent

Lynne Cobb, Treasurer

Staff Members Present

Erik Donner, Cathedral Administrator

Emily Meeks, Affordable Housing Exploratory Committee Co-Chair
The Rev. Canon Linzi Stahlecker

Guests

John Hoerster, Affordable Housing Exploratory Committee Co-Chair

Dean Thomason opened the meeting with the Land Acknowledgement and a prayer at 6:00 PM.

Approval of December 12, 2023 Meeting Minutes

A motion was made, seconded, and carried to adopt the December 12, 2023 minutes as published.

SPECIAL ORDER OF BUSINESS

Affordable Housing Updates

John Hoerster began the presentation by providing two proposals identified by the AHE Committee – Option 1: a complete new construction of the St. Nicholas Building which would provide for 134 units and 40 parking spaces or Option 2: restoration to the historic parts of the building allowing for 109 units and 34 parking spaces which follows the guidelines of 1 parking space per 30% of households.

If the cost estimation remains accurate and funding falls into place, then in two to three months, the committee could come to the Vestry to consider the two options.

The AHE Committee comes to the Vestry to confirm four action items:

1. Vestry agrees with the direction the AHE Committee is heading.
2. Moving boundary line between St. Nicholas and Saint Mark's Cathedral's shared driveway access to add 12' to the St. Nicholas property.
3. Consider the ownership aspect of 15 to 20 units.
4. Concurrence with the criteria previously identified.

A motion was made, seconded, and approved to continue moving forward.

A motion was made, seconded, and approved to remove the 15 to 20 unit ownership consideration from the plans.

A motion was made, seconded, and approved to embrace the updated memorandum and criteria the AHE Committee has been working with.

A motion was made, seconded, and approved to authorize moving the boundary line of the shared access space between Saint Mark's Cathedral and the St. Nicholas Building by 12 feet.

Strategic Planning Update

Alexandra Thompson provided a review of the results of the surveys obtained from interviews with 70 ministry groups, noting that the All Parish Survey resulted in 12% of the average Sunday attendance responding. A draft will be presented at the February 7th Wednesday Cathedral Commons meeting. The Vestry will receive the results and plans electronically prior to the Vestry Retreat.

Emily Meeks then led an exercise about how the data collected fell into identified themes:

1. Being Rooted in Spiritual Practices
2. Empowering the Call to Action and Service
3. Cultivating Diverse Community
4. Stewarding Our Resources.
5. Expanding Regional Reach and Welcome
6. Telling and Sharing Our Story.

OLD BUSINESS

Mutual Ministry Review

Scott Hulet sent out a summary of the review of Saint Mark's Mutual Ministry Goals that will be reviewed at the Vestry Retreat. The Mutual Ministry Goals are woven into the two-year Strategic Plan which also provides the focus for the 2024 Mutual Ministry goals.

Video Booth Rehabilitation and System Clean-up

Dean Thomason reminded everyone of the recent sound issues related to the video booth. Through the years of use, the sound booth has become a nest of cable wires. A leak in the Thompson Chapel roof proved to be the impetus to act. Emily Meeks, Special Projects Coordinator, obtained bids from three firms. Lift AV was awarded the bid with a \$7,500.00 estimate to clean up and streamline the cables without interruption to the Sunday or Compline services.

A motion was made, seconded, and passed to upgrade the video booth.

Restorative Justice Council Mission Statement

Scott Hulet shared how restorative justice, having been identified as a spiritual practice at their September retreat, resulted in a draft mission statement that was adopted in January at the Restorative Justice Council meeting. Key facts:

- Intentional about words and actions that justice work is a spiritual practice and forms our hearts for the love of God and others.
- Definition of Restorative Justice as an approach to justice work that speaks to repair harm by providing an opportunity to those harmed and those who take responsibility for the harm to communicate and address the needs of the injustice.

A motion was made, seconded, and passed to accept the Restorative Justice Council's Mission Statement.

Stewardship Consultant Proposal

Dean Thomason reported that a year-round stewardship proposal with The Rev. Canon Timothy Dombek, retired, as the consultant has been received. The \$2500.00 proposal includes a meeting with the Vestry in March via Zoom as well as a weekend in the Fall when he will preach and teach at the Cathedral. \$3,000 is allocated in the budget.

A motion to engage Timothy Dombek as our Stewardship Consultant was made, seconded, and passed.

NEW BUSINESS

Hot water solution in Bloedel Kitchen

Dean Thomason brought forth for discussion our current inefficient 90-gallon gas hot water heater that is used primarily for dish washing for Wednesday evening dinners and a few other meals. Marc Aubertin has provided two options to replace this tank.

1. Replace it with 50-gallon electric tank that will not be on a circulator unless the switch is turned on.
2. Tankless hot water system whose energy usage for instant hot water requires a 100-amp circuit.

Both units cost \$10,000 and this replacement will be included in the Bloedel renovation project. The purchase of the 50-gallon electric tank is being recommended.

A motion was made, seconded, and passed to replace the 90-gallon gas water heater with the 50-gallon electric water heater.

Threshold Fund report

Dean Thomason reported that in 2023, 25 families secured housing through the Threshold Fund with about \$35,000 distributed through our partner agency, Catholic Community Services. Since its inception about five-six years ago, we have helped 152 families for \$127,000. Our funds are now depleted and an appeal for funds may be made in the future.

Revision to Stahlecker Housing Allowance

Dean Thomason brought forth a motion to revise the housing allowance for Linzi Stahlecker to accurately reflect the true cost of her housing.

A motion was made, seconded, and passed to authorize the revised Housing Allowance, #24-FI-01.

Archives Database System Purchase

A few years ago, The Rev. Canon Pat Taylor gave a gift in memory of her husband, and the Cathedral archives project was relaunched. Erik Bauer, our archivist, now needs a database system that will cost \$3,000 for the first year; \$2,500 thereafter. This was not a budgeted item, but a necessary feature and will be budgeted for the future. Erik is looking into sharing the license and costs with the Diocese of Olympia.

A motion was made, seconded, and passed to authorize \$3,000 for the purchase of the database system.

Employee Handbook Revisions

Re Knack walked the Vestry through the changes that were made to the Handbook. A red-lined version of the changes are available in Dropbox. It was noted that these changes were driven by the Employment Law.

A motion was made, seconded, and passed to approve the proposed changes to the Employee Handbook.

Annual Parish Meeting

Dean Thomason reminded all that the Sunday, February 4 Annual Parish Meeting will be held to celebrate our common life. This will be a hybrid meeting with snacks for those in Bloedel Hall who will be voting with paper ballots, and those attending by Zoom will vote using electronic ballots.

Bishop's Representative to Vestry

Dean Thomason announced that Valarie Reinke, Canon Missioner for Faith Formation, has been named by Bishop Skelton to replace Canon Davison as the Bishop's Representative to the Saint Mark's Vestry.

Vestry Candidate Withdrawal

Dean Thomason announced that Nancy George, who was standing for the vestry, has decided to withdraw as a candidate. The options available are:

1. Not to go back to the Nominating Committee to get double slate of eight candidates.
2. According to the Bylaws, the Vestry can authorize anything other than a double slate. The Vestry, at this late date, approves the seven candidates for the four positions on the Vestry.

A motion was made, seconded, and passed to have seven candidates for the four open vestry positions.

Notetaker for Feb. Retreat

Dean Thomason reported that Barbara Erickson, Clerk, will be out of town for the Annual Parish Meeting and a substitute clerk is needed. Kristen Kelly volunteered to take minutes at the Annual Meeting and the Vestry Retreat. Thank you, Kristen!

LEADERSHIP REPORTS

Senior Warden

- Thank you to those who are finishing their term on the vestry. Noticed there are important interactions the vestry has throughout the cathedral. Thank you for who you are and what you have helped accomplish.

Dean

- Annual Meeting on Sunday February 4, and the Vestry Retreat Saturday February 10 at Diocesan House.
- Sunday January 28 Reception for The Rev. Canon Jennifer King Daugherty after the 9 and 11 a.m. services.
- Shrove Tuesday supper on Tuesday February 13; Ash Wednesday on February 14.
- Bishop's Search Committee will bring candidates into the Diocese of Olympia for a two-day retreat. Recommendations for candidates will come forth, meet and greets will take place throughout the Diocese with the one at Saint Mark's on April 29; election will take place on

Saturday May 18 with the elected bishop being consecrated at Meydenbauer Center in Bellevue on September 14th and will be seated at the Cathedral at a special choral evensong on September 15.

- Acknowledgement and thank you to those for whom this is their last meeting: Carmen Brady, Scott Kovacs, Kathy Minsch, Chris Rigos, Katie Prettyman, and Arienne Davison.
 - Files of Note—Thank You Letter from the Recovery Café.
 - Property Insurance Increase -- 29.5% increase.
 - Discretionary Fund Report – audited, how spend the discretionary funds.
 - Staff training—LGBT and Vulnerable Adults – nonmainstream care needs.
 - Christmas Offering Trends 2013-2023 – better in 2023.
 - Photos of new fence around Leffler gardens. Hog wire fence garden and greenbelt now visible.
 - Separation with Jennifer document.

MINISTRY/COMMITTEE REPORTS

Worship & Prayer

Held their quarterly meeting, discussions “am I accepted by God”, and why we do liturgy the way we do.

Finance

Good news in that despite the trend over Christmas, finances are looking brighter. \$34,000 received in year-end gifts. Having unfilled positions helped with finances. Overall look of finances is good – we broke even.

Facilities

Buildings still sanding, welcomes Marc Aubertin to staff and providing relief to Erik with projects, and with Chase Silver, maintenance and deferred maintenance is most efficient. Thanks to Steve for visionary insight in this direction.

Stewardship

In blessed hibernation but seeking a new Junior Warden.

Creation Care

Held first hybrid meeting, huge attendance due to speaker, The Rev. Lisa Graumlich, Ph.D. which was recorded. Decision to hold hybrid meetings either bi-monthly or quarterly is still under review.

Intergenerational Council

Next meeting is February 11th.

Restorative Justice Council

Duwamish meeting with Rachel Tabor Hamilton was held via Zoom. Fruitful conversation in learning about working with the Duwamish. Mideast Focus Group has been folded into the Bishop’s Committee. A small but mighty group participated in the Martin Luther King Day March. Brainstorming for what the council will be doing has begun.

Communications

Met on January 2 and devoted time to strategic planning. At the March meeting, will interview Archivist Erik Bauer to learn what he does; archives intersects with communication.

EXECUTIVE SESSION

The Vestry went into Executive Session. Linzi Stahlecker, Erik Donner, Emily Meeks were excused, and the Clerk opted to leave.

ADJOURNMENT

The meeting was adjourned at 7:49 p.m.

Respectfully submitted,

Barbara J. Erickson
Clerk

Erik Donner
Cathedral Administrator

Dates/Events of note

2/4/24	Annual Parish Meeting and Vestry Elections
2/10/24	Vestry Retreat
2/14/24	Ash Wednesday
2/18/24	Vestry Installation at 9am and 11am services