



## November Vestry Meeting Minutes

Tuesday, November 28, 2023 6pm  
Diocesan House

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 (Zoom)  
The Rev. Canon Arienne Davison, Bishop's Representative  
Wayne Duncan  
Greg Hamm, Junior Warden  
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  
The Very Rev. Steve Thomason, Dean  
Doug Thorpe

### **Vestry Members Absent**

Becky Kacel, Diocesan Member  
Alexandra Thompson

### **Officers Present**

Lynne Cobb, Treasurer  
Barbara Erickson, Clerk  
Re Knack, Chancellor

### **Staff Members Present**

Erik Donner, Cathedral Administrator  
The Rev. Linzi Stahlecker, Curate

Dean Thomason opened the meeting with the Land Acknowledgement and a prayer at 6:00 PM. Thank you to Arienne for hosting a lovely and delicious dinner.

### **Approval of October 24 2023 Meeting Minutes**

**A motion was made, seconded, and with a friendly amendment to correct Judy Andrews' name, was carried to adopt the October 24, 2023 minutes.**

### **FINANCE REPORT/BUDGET**

Greg Hamm reported that the Finance Committee reviewed the draft budget, and the final budget will be presented for adoption at the December 12 Vestry meeting. The financial commitment totals are fairly flat this year, even in the face of inflationary expenses, so this budget is anticipated to be a deficit budget. The Dean noted that it is important we not retract from our momentum, ministry, and the growth we are experiencing. We may need to lean on our reserves to continue the full slate of ministries and staffing the require. Uncertainties are:

- St. Nicholas Building – we hope we have addressed the large maintenance items; income from Gage Academy will end in July 2024. We may experience a drop in income while seeking a non-profit tenant for the three- or five-year lease versus a long-term lease.
- Large gift donors – how do we approach the situation when the source of a substantial pledge disappears? Part of one sizeable commitment will be held back in temp restricted account to be used for special projects related to carbon reduction initiatives (mutual ministry goal), and this is consistent with the donor’s intent.

The Finance Committee also discussed the need for transparency to the parish about where we are financially so that the parish is not shocked if we tighten our belts. Dean Thomason is consulting with a nationally known stewardship consultant to introduce messaging to the parish on continuing to give faithfully, but to highlight proportionate giving as a spiritual discipline.

Good news from Dean Thomason. 1) The Rev. Linzi Stahlecker will remain with us as a Canon in mid-January as she has demonstrated the gift of ministry in our space and community. 2) We remain a beacon and a resource within the diocese and beyond.

## **OLD BUSINESS**

### **Affordable Housing Update**

Dean Thomason shared that the Trinity Wall Street grant for \$100,000 has been received and John Hoerster and he were invited to present the case study at the Trinity Wall Street Gift of Place workshop. David Wild produced an affordable housing two- and one-half minute video telling the story.

Challenges during the feasibility work. The critical slope on the west side of the property needs to be addressed. The 40 foot “set back” is underneath the historic building. Cost assessment is being done, rough costs for tearing the building down and new construction or keep the historic building and build new construction behind it. The second option reduces the number of units that can be built and increases the cost per unit but can preserve potential historic tax credit.

### **Sustainability Road Map**

Architects have provided a road map of how we can achieve the baseline Evergreen Sustainable Development Standard requirements for Washington State and City of Seattle. Also looking into going beyond the requirements and what the cost implications would be.

### **Global Mission Grant Award.**

Dean Thomason shared that a \$5,000 grant was received from the SDB Global Mission Grant for the St. Andrew’s Anglican Church Arab Evangelical Home in Ramallah, Palestine for a replacement of a heater for their orphanage and preschool. With the grant and the \$14,000 raised by Saint Mark’s, we were able to provide 1/3 of the financing for the heater.

### **Friends Talking Forum**

Dean Thomason and Fr. Fadi Diab will be in conversation about the current situation and life in Gaza on Sunday December 10 via Zoom.

### **Grant Updates**

Dean Thomason referred to the listing of facility and mission related grant award activity as of November. The Cathedral was awarded \$5,000 from the Seattle Department of Neighborhoods’ Small Sparks Fund. The grant is for work in the Leffler garden.

### **Strategic Planning Update**

Dean Thomason gave the report for co-chairs Emily Meeks and Alexandra Thompson. Everyone is reminded to complete the Parish Survey this week and the resulting recommendations will be presented at the Vestry Organizing Retreat on February 10, 2024.

### **NEW BUSINESS**

#### **Leffler Book Fund DIF-Withdrawal for Preaching Workshops**

Dean Thomason explained the origin of the Leffler Book Fund for preaching education workshops and its connection to The Wisdom School. \$4,000 is being requested for the workshop being offered by The Rev. Wil Gafney, Ph.D on Thursday November 30 and \$4,000 is requested for Pádraig Ó Tuama's preaching workshop in May 2024.

**A motion was made, seconded, and carried to disperse \$8,000 from the Leffler Book Fund (part of Diocesan Investment Fund) for the Preaching Workshops.**

#### **IT Security Updates**

Dean Thomason, Lynn Cobb, Greg Hamm, Scott Kovacs, and Erik Donner met with an IT consultant looking at specific exposure points identified by the Homeland Security assessment completed this past summer. The recommendation made was for an email surveillance system that will reduce phishing expeditions and others email security features and a hardware-based surveillance system that monitors and flags proactively any bad actor attempts to infiltrate the network. The cost for these two systems is an additional \$5,000 expense for IT support in 2024.

**A motion was made, seconded, and carried to support the implementation of these recommended two surveillance systems.**

#### **Rekeying Project**

The Homeland Security assessment pointed out the benefit of standardizing the door locks. The re-keying of the remaining old door locks comes as a recommendation from the Executive Committee and the cost is around \$10,000.

**The Vestry approved the recommendation to rekey the remaining old door locks.**

#### **Gage Emergency Exit Drain Line**

The sewer line to the drain at the back emergency door at Gage has collapsed. The stretch of pipe that needs replacing will cost about \$7,000.

**A motion was made, seconded, and carried to authorize the replacement of the pipe.**

#### **Clergy Housing Allowance**

A review of the proposed Vestry Resolution, #23-FI-02, was discussed for the clergy Jennifer King Daugherty and Linzi Stahlecker.

**A motion was made, seconded, and carried to authorize the housing resolution, Vestry Resolution #23-FI-02, as proposed.**

#### **Proposed Vestry Calendar 2024**

The 2024 Vestry meeting calendar was reviewed. The changes from the standard fourth Tuesday were identified: March is third Tuesday; December is second Tuesday; January 2025 is third Tuesday.

**A motion was made, seconded, and carried to adopt the Vestry 2024 calendar as presented.**

### **Appointment of New Diocesan Member**

Katie Prettyman will be completing her three-year term in February, and a search for a new Diocesan member leads to the consideration of a member of the clergy as our by-laws do permit. The Rev. Gail Wheatley, a retired priest in Port Angeles, has agreed to serve and Bishop Skelton has concurred with her appointment pending the Vestry appointment.

**The motion was made, seconded, and passed to approve the appointment of The Rev. Gail Wheatley as a Diocesan Member of the Vestry. The three-year term will commence in February 2024.**

### **LEADERSHIP REPORT**

#### **Senior Warden**

- The end of the calendar year brings the responsibility and the opportunity to have a conversation about the Mutual Ministry Goals and how we feel we have done; challenges faced this past year as well how you, personally, have been impacted by being a part of a culture that highlights these three significant discipleship goals. What changes in your own life have you made.

#### **Dean**

- Thank You to those who helped contribute to the New Members receptions on Sunday. Steve received several comments about how this was a moving experience for them.
- Final tweaks on lighting in Nave. Preset settings within the next week or two. The lighting will be ready for O Antiphons and the Pageant of Nativity and other Christmas services.
- Fr. Fadi Diab will be with us on December 10<sup>th</sup> for the Friends Talking forum.
- The Rev. Wil Gafney will be here on Saturday and Sunday, December 2 and 3 respectively.
- Fourth Sunday in Advent is also Christmas Eve; services will be held at 8:00 a.m., 9:00 a.m. and 11:00 a.m., as well as at 4:00 p.m., 7:30 p.m., and 11:00 p.m.
  - **Files of Note –**
    - Grant Tracker
    - Dean's Quarterly Report to CFDO
    - Thank You Letter from St. Andrew's Ramallah
    - Thank You from the Compline Choir for the lighting.

### **Ministry/Committee Reports**

- **Facilities**

Scott Kovacs reported that we now have a contract for snow removal on campus. Micah Clark is doing a great job, when you see them around the campus on Sunday, please welcome them and introduce yourself.
- **Stewardship**

Erik Donner has sent letters to those who we expect to pledge but we have not heard from; estimated a couple hundred thousand dollars still remaining; Erik and Steve will follow up in January with those who have not responded.
- **Creation Care**

Watched recent presentation from Interfaith Power & Light – What’s Happening at COP28? and will be supporting the 10:10 a.m. Sunday forum on December 17 featuring poetry and reflections with Doug Thorpe.

- **Restorative Justice Council**

Scott Hulet reported that reports from the Duwamish Affinity group; Racial Justice Affinity group; interest in homeless ministries; Immigration group got together to improve communications with immigrants and within the church itself. A work group was formed to draft a mission statement for the council. A draft was presented, and the group will continue to work on this statement. Envisioning the leadership within the council to move toward parish members taking on leadership roles. Doug Thorpe agreed to co-lead this council with Scott Hulet.

- **Communications**

Wayne Duncan reported that conversation with Josh Hornbeck, Canon Missioner for Communications, Diocese of Olympia, about his work and the reach of the Diocesan communication group. Greg Bloch and Josh exchanged ideas. Expanded minutes of the meeting are available in Dropbox.

**Reflection: Mutual Ministry Annual Review**

- Affordable Housing encompasses all aspects of the Mutual Ministry Goals
- The budget discussion

**CHECK OUT & CLOSING PRAYER**

Checkouts were given, and the closing prayer was given by Tina Blondino. The meeting was adjourned at 7:35 PM.

Respectfully submitted,

Barbara J. Erickson  
Clerk

Erik Donner  
Cathedral Administrator

Dates/Events of note:

12/12	Vestry Meeting
12/20	Pageant of the Nativity
12/24	Services at 8am, 9am, 11am, 4pm, 7:30pm, 11pm
12/25	10am Eucharist
12/31	Labyrinth Walk and Midnight Eucharist
2/4/24	Annual Parish Meeting and Vestry Elections
2/10/24	Vestry Retreat