

Meeting Agenda and Minutes

Meeting Information

Meeting:	Saint Mark's Episcopal Cathedral November Council Meeting		
Date:	April 28, 2022	Time:	5:30 pm -6:30 pm CT
Meeting Facilitator:	Brian Childs	Place:	Zoom Call
Meeting Objective:	Review of Commission & Committee Reports and Council Discussion		
Documents:	Attached Separately		

Participant	Attend?	Participant	Attend?	Participant	Attend?
The Very Rev. Paul J. Lebens-Englund	No	Chris Kirwan	No		
SW, Brian Childs	Yes	David Albrecht	Yes		
JW, Denise Graber	Yes	Tim Kingsley	Yes		
Treasurer, Ted Sherman	Yes	Mary Beth Farrell	Yes		
Clerk, Melissa Lowe	No				

Agenda Item/Minutes	Responsible	Est. Time
<ul style="list-style-type: none"> ○ Pray & Housekeeping: ○ Call-to-order, prayer and minutes (Prayer: Farrell) 		5:32pm
<ul style="list-style-type: none"> ● Call to order. ● Minutes ● JW Report ● Finance ● Stewardship ● Governance ● HR ● Property ● Gather, Transform, Send ● Other business 		

Minutes / Notes – Notetaker: Tina Kraby

<ul style="list-style-type: none"> ● Call to Order - SW Brian Childs ● Minutes <ul style="list-style-type: none"> ○ April Meeting Minutes ○ Roster Needs to be updated to current Council. <ul style="list-style-type: none"> ▪ Albrecht moved, Graber 2nd. Show of hand vote approves ● Reports <ul style="list-style-type: none"> ○ SW Report <ul style="list-style-type: none"> ▪ Easter was wonderful. Thanked all for their part in making it a great holiday back to “normal.”
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- Asked Rev. Kingsley to please follow up with Studio 2 as we haven't yet received back their agreement with amendments.
 - Tim will follow up in the morning
- Much discussion of the Deans May 6 message as this is a heavy topic.
 - o Stacey Clatanoff is mentioned in the current reorganization message, however that will be modified in the final draft that goes to the congregation as her retirement is misstated in the current language and this has been previously announced to the congregation.
 - o Tim gave the update the Carrie and Anna have opted to not consider the opportunities they were given and have chosen to pursue other options. Rena is still in discussions at this time.
 - o Please allow the affected personnel to disclose any information they would like to due to confidentiality and the uniqueness of each situation.
 - o Ted commented we should make a point to mention that we support the staff but refrain for responding any further.
 - o Brian agreed and reminded us not to forget to acknowledge each of their significant contributions to the Cathedral that we are all so grateful for.
 - o The Dean's comments about other ways people can help around the Cathedral was also very beneficial.
- o JW Report
 - Small report this month as Denise has been away. Thanks all for the prayers and thoughts for her family.
 - Working with Mary Lusk toward the fall small groups.
- o Send, Gather Report
 - Easter attendance was very similar to 3 years ago. This is amazing!
 - Last Sunday we were back down to about 140
 - We are short on ushers if anyone knows people who would be interested.
 - Community Engagement had a large in person meeting this week for Climate Justice.
 - Ted asked about masking requirements. Tim mentioned that staff have relaxed requirements privately when there are few in the building, but we will likely not relax during liturgy until the new program year.
- o Finance Report
 - It looks like we are \$50k ahead on revenue but remember there is a front load in giving, so this is skewed and will work itself out as the months progress.
 - Payroll and benefits line is now included in the snapshot.
 - We are off in expenses but it is easily explainable. Note is in the spreadsheet.
 - If anyone is interested in being the Finance committee chair, we are looking for one.
 - We will need to begin the process for a new accounting system and switch away from fund accounting.
 - Graber accepts, Albrecht 2nds, All approve to accept the finance report
- o Property Report
 - Tim stepped in for Chris with a Property update.
 - No Capital projects at this time!

- Brought McGough in early January to assess the property and make the recommendations to maintenance and updates. We should have this report in the next couple of weeks and the health of the building and can begin working on what a capital campaign could look like over the next 5 years.
- Volunteers for the outdoor planting have opted to discontinue their assistance so we are a few weeks behind but will be all caught up by Mothers Day on the outdoor plantings.
- Denise thanked the Campus Services staff for all they do.

- o Closing prayer
- o Adjourn