



Cathedral Council Meeting Minutes

Meeting Information			
Meeting:	Saint Mark's Episcopal Cathedral Council Meeting		
Date:	August 20, 2024	Time:	7:00 pm
Meeting Facilitator:	Gina Christ	Place:	Heritage Room/Zoom
Meeting Objective:	Cathedral Council Meeting		
Documents:	Attached Separately		

Participant	Attend?	Participant	Attend?	Participant	Attend?
Gina Christ, <i>Senior Warden</i>	✓	Joe Ward, <i>Property Chair</i>	✓	John Davis, <i>Council At Large</i>	✓
John Satterberg, <i>Junior Warden</i>	✓	Esther Agbaje, <i>Governance Chair</i>	(abs.)	Mike Shepherd, <i>Council At Large</i>	✓
Brian Myers, <i>Treasurer</i>	✓	Jacob Buchen, <i>Finance Chair</i>	✓	Brandon Lorge, <i>Council At Large</i>	✓
Drisana Iverson, <i>Clerk</i>	✓	Abby Tillotson, <i>Gather Chair</i>	✓		
The Rev. Mary Beth Farrell, <i>Chaplain to the Council</i>	✓	Rachel Babbitt, <i>Send/Stewardship Chair</i>	✓		
The Rev Tim Kingsley, <i>Provost</i>	✓	Canon Karen Olson, <i>ECMN</i>	(abs.)		
The Rt. Rev. Craig Loya, <i>Bishop (ECMN)</i>	✓	Marit Nowlin, <i>Council At Large</i>	(Zoom)		

Minutes / Notes – Notetaker: Drisana Iverson

Agenda Item	Responsible	Est. Time
Opening Prayer	The Rev. Mary Beth Farrell, <i>Chaplain to the Council</i>	7:04 pm
Team-Building Question	John Satterberg, <i>Junior Warden</i>	7:07 pm

Call to Order	Gina Christ, Senior Warden	7:25 pm
<p>All members were present except for Esther Agbaje and Karen Olson. All members attended in person except for Marit Nowlin, who attended via Zoom.</p>		
Approval of Minutes from the June meeting & YTD Budget Summary	Gina Christ, Senior Warden	7:26 pm
<p>June meeting minutes will be approved pending an explanation of the procedure that leadership should take when having conversations with major donors. Language for this section will be supplied by Bishop Loya.</p>		
Cathedral Transition		
Bishop's Report/Cathedral Transition	The Rt. Rev. Craig Loya, Bishop	7:36 pm
<p>Bishop Craig Loya shared updates on plans for the Dean search and Cathedral transition. He highlighted the main developmental tasks to be done before the search commences (some of which are under way), namely (1) statutes and bylaws, (2) financial progress, (3) reckoning with our norms around the congregation's relationship with its deans, and (4) visioning/prioritization. Additionally, Council members discussed questions they have received from congregants, and Bishop Loya emphasized letting congregants know how to get involved once the search process starts.</p>		
Commission Reports		
Gather Commission Report	Abby Tillotson, Gather Commission Chair	8:00 pm
<p>Commission Chair Abby Tillotson shared updates from the Gather/Transform/Send ministry retreat, which was encouraging, and plans for the fall potluck/ministry fair (September 15). Additionally, she shared updates on the directory. Directory information will start to be collected at the fall potluck, with a goal directory release date by the next Annual Meeting.</p> <p>Additionally, Abby Tillotson shared updates on streaming and recent donations to resume streaming services. Council members discussed plans for financial sustainability and terms for gift acceptance.</p> <p>At 8:19 pm, Rev. Tim Kingsley moved to accept the gift, approved by John Satterberg and seconded by Rachel Babbitt, and the motion was approved.</p>		
Transform Commission Report	John Davis, Transform Commission Chair	8:21 pm
<p>Commission Chair John Davis shared that there was a great SWOT analysis/discussion at the Gather/Transform/Send ministry retreat. Page 2 of the Transform report details the plans for Episcopal 101 and 201, which were created in collaboration with Jay Phelan. Episcopal 101/201 classes are already publicized via the website and calendar, and will also be announced in posters and via email.</p>		
Send Commission Report	Rachel Babbitt, Send Commission Chair	8:25 pm
<p>Commission Chair Rachel Babbitt shared updates on the Call to Serve, where the fall focus will be food ministries (Sunday Nigh Supper, Groveland Food Shelf, First Nations Kitchen) and the winter/spring focus will be housing/homelessness (Align, Great River Landing, YouthLink). Informative events will be held on September 15 and 29, as well as a round table series and events (book clubs, theater).</p>		
Executive Committee Reports		
Provost's Report	The Rev. Tim Kingsley, Cathedral Provost	8:29 pm

<p>Provost Tim Kingsley shared updates on the Cathedral's controller, as well as campus safety/security. In response to violent events in the neighborhood, crime studies and tracking will take place. Additionally, a safety event (with Safe Church training) will take place on Saturday.</p>		
Senior Warden's Report	Gina Christ, Senior Warden	8:32 pm
<p>Senior Warden Gina Christ shared plans for thank you notes and cake/celebration at Council's time between the 8am and 10:30am services, with the first event to be held on October 6.</p>		
Junior Warden's Report	John Satterberg, Junior Warden	8:38 pm
<p>Junior Warden John Satterberg shared his gratitude for the Gather/Transform/Send ministry retreat, and looks forward to corresponding more with Gather, Transform, and Send leads going forward.</p>		
Treasurer's Report	Brian Myers, Treasurer	8:40 pm
<p>Treasurer Brian Myers shared updates on revenue and cash so far this year, as well as plans for forecasting for next year.</p>		
Committee Reports		
Property Committee	Brandon Lorge, Council At Large	8:44 pm
<p>Governance Committee Member/Council Member at Large Brandon Lorge shared the Governance Committee's goals to rectify the constitution and bylaws by the end of 2024. The current governance documents will also be sent to Bishop Loya for review.</p>		
Stewardship Committee	Mike Shepherd, Stewardship Committee Chair	8:45 pm
<p>Committee Chair Mike Shepherd shared updates on the pledge payment rate and the Stewardship Committee's plans for outreach. He additionally shared plans for the next program year, including acknowledging people's giving and thinking through next year's budget. Bishop Loya also hopes to be at the first Stewardship Committee meeting and will review a draft communication to the congregation. Rachel Babbitt added that November 30 is reserved for a potential fundraising event.</p>		
Property Committee	Joe Ward, Property Committee Chair	8:51 pm
<p>Committee Chair Joe Ward shared updates on the window inventory, parking lot plans, renewal of the bell tower steps, and undercroft plans. He additionally shared updates on the HVAC budget, which will be proposed/presented. The Property Committee is also undergoing a priority/planning discussion where they will figure out priorities for the next 3-5 years, and discern the purposes of the Cathedral's spaces.</p>		
Finance Committee	Jacob Buchen, Finance Committee Chair	9:03 pm
<p>Committee Chair Jacob Buchen shared the Finance Committee's plans to present the budget to Council in October for review. The Finance Committee will then review and vote on the budget in November or December after potential edits are considered.</p>		
Closing Prayer	The Rev. Mary Beth Farrell, Council Chaplain	9:06 pm
Adjourn	Gina Christ, Senior Warden	9:08 pm

