

# Cathedral Council Meeting Minutes

| Meeting Information         |  |               |                    |
|-----------------------------|--|---------------|--------------------|
| <b>Meeting:</b>             | Saint Mark's Episcopal Cathedral Council Meeting |               |                    |
| <b>Date:</b>                | October 15, 2024                                 | <b>Time:</b>  | 7:00 pm            |
| <b>Meeting Facilitator:</b> | Gina Christ                                      | <b>Place:</b> | Heritage Room/Zoom |
| <b>Meeting Objective:</b>   | Cathedral Council Meeting                        |               |                    |
| <b>Documents:</b>           | Attached Separately                              |               |                    |

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

**Minutes / Notes – Notetaker:** Drisana Iverson

| Agenda Item                   | Responsible                          | Est. Time |
|-------------------------------|--------------------------------------|-----------|
| <b>Opening Prayer</b>         | The Rev. Mary Beth Farrell, Chaplain | 7:00 pm   |
| <b>Team-Building Question</b> | John Satterberg, Junior Warden       | 7:05 pm   |
| <b>Call to Order</b>          | The Rev. Tim Kingsley, Provost       | 7:25 pm   |

All members were present except for Canon Olson and John Davis.  
 All members attended in person except for Joe Ward, Brian Myers, and the Rev. Mary Beth Farrell, who attended via Zoom.

**Approval of Minutes from the September meeting & YTD Budget Summary**

Gina Christ, Senior Warden

7:25 pm

Esther Agbaje moved to approve the August minutes. The motion was seconded by Marit Nowlin and was then approved.

**Special Reports**

**Finance Committee Presentation**

Jacob Buchen, Finance Chair; Brian Myers, Treasurer; Iris Key, Sten Johnson, George Ewing, and William Carpenter, Finance Committee

7:27 pm

The Finance Committee shared a presentation about 2024 financial status and the 2025 draft budget. From an operational perspective, one focus is the reintroduction of a sexton on M-Th evenings, which will allow for longer operating hours and potential rentals. Some data will be collected before the budget is finalized, and line items will be rectified to match with 2025 visioning. For example, pledges are requested by November 3, 2024, and the amount of pledges received/expected will be incorporated, in tandem with the Stewardship Committee. Additionally, the Council will discuss potential compensation and timelines for a future Dean, which Canon Olson will provide information on. Further, if any major fundraising events or rental opportunities are planned, estimated revenues can be incorporated. The Council plans to vote on the final budget in the November or December Council meeting, depending on time needed to finalize details. A high-level financial overview can be found in the October Treasurer's Report, and further details will be presented at the Annual Meeting.

**Cathedral Transition**

**Bishop's Report**

The Rt. Rev. Craig Loya, *Bishop (ECMN)*

8:39 pm

Bishop Loya shared updates about Cathedral transition. He suggested that, as St. Mark's determines next steps, we should continue to prioritize financial health, updates to the governance documents, and visioning. Visioning work can be done in small groups similar to the Spring 2024 events. Additionally, the Cathedral's Search Committee will accept applicants around the time of the Annual Meeting, and will announce the selected committee members (7-9 members total with 1 from Council) later, after reading through applications in tandem with Canon Olson. More information about the Dean search timeline will be communicated at the Annual Meeting.

**Committee and Commission Reports**

**Governance Committee Report**

Esther Agbaje, Governance Chair

9:01 pm

Governance Chair Esther Agbaje gave a brief update that the updates to the SMEC Constitution have been completed, and the Governance Committee will continue to the bylaws. A draft Executive Summary related to the Constitution that Brandon Lorge (Council at large) has drafted has been sent to the Bishop, Provost, and Senior Warden for initial review.

**Send Commission Report**

Rachel Babbitt, Send Chair

9:02 pm

Send Chair Rachel Babbitt gave a brief update on the Call to Serve launch, which was successful. Volunteer slots for First Nations Kitchen have all been filled.

**Other Business/Closing**

|                       |  |         |
|-----------------------|--|---------|
| <b>Closing Prayer</b> | The Rev. Mary Beth Farrell, Council Chaplain | 9:03 pm |
| <b>Adjourn</b>        | Gina Christ, Senior Warden                   | 9:04 pm |