



Cathedral Vestry Meeting Minutes

Meeting Information			
Meeting:	Saint Mark's Episcopal Cathedral Vestry Meeting		
Date:	August 19, 2025	Time:	7:00 pm
Meeting Facilitator:	Tim Kingsley	Place:	Saint Mark's Heritage Room/Zoom
Meeting Objective:	Cathedral Council Meeting		
Documents:	Attached Separately		

Commented [1]: When I went to complete the minutes this weekend I was greeted with the msg that the file was corrupted. So, I started over again and built these minutes off my original hand written notes. I apologize for the errors that I am certain this contains and will be happy to amend them. I will have my laptop and be ready to go. TY!

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

Minutes / Notes – Notetaker: Mary Beth Farrell;

Agenda Item	Responsible	Est. Time
Opening Prayer	The Rev. Mary Beth Farrell, Chaplain	7:02 pm
Team-Building Question	John Satterberg, Junior Warden	7:05 pm
Call to Order	Gina Christ, Senior Warden	7:38 pm
All members were present except for The Rt. Rev. Craig Loya, <i>Bishop</i> . All members attended in person except for Canon Karen Olson, via telephone.		

Approval of Minutes from the June meeting & YTD Budget Summary	Gina Christ, Senior Warden	7:50 pm
<p>Brian Meyers introduced an addendum to the June 17 meeting minutes. <i>“Property Chair Joe Ward started by sharing thoughts on the Cathedral’s accounting practices and opening a dialogue with the Finance Committee and Executive Committee on how to best document donors’ intent and manage restricted accounts. Joe Ward and Finance Chair Jacob Buchen will collaborate on next steps. Treasurer Brian Myers also added that the Finance Committee also has an obligation and desire to preserve donor intent and works to ensure that those intents are honored.”</i></p> <p>Gina Christ moved to approve the June 17 minutes with the addendum, and Esther seconded. The motion carried.</p>		
Committee and Commission Reports		
Governance Committee Report	Esther Agbaje, Committee Chair	
<p>Esther Agbaje shared that the revised Bylaws are currently being reviewed by Devon and the others on the committee.</p>		
Property Committee Report	Joe Ward, Committee Chair	
<p>Property Chair Joe Ward referred to his written report with updates on signage, sanctuary seating and roof damage. He shared thoughts about the accounting practices since the last vestry meeting and participated in discussions about donor intent.</p>		
Gather, Brandon Lorge	Referred to his report, highlighted ministry fair	
Send, Rachel B	Referred to her report	
Finance Committee Report/Treasurer’s report	Jacob Buchen, Committee Chair and Brian Myers, Treasurer	
<p>Jacob reported that given the deficit that we are running, (on track for between 80k and 100k) the cash which we have available for operations is rapidly diminishing. If we don’t use restricted funds, the loss would be significantly worse Earlier this month (August) and for the second time this year, we moved cash into our checking account from our investment account. This is clearly unsustainable, and as we continue deficit spending, cash flow remains a concern. A proposal was given to the finance committee early this month that we can’t accept restricted funds and that it would go to the foundation instead. This was not brought to a vote for lack of support and the reasons delineated in the Finance committee report. A discussion of who does have the authority ensued and all present were reminded that the finance committee, or any other committee does not have authority, the Vestry does. Tim also noted that the diocese also has a stake in this and indicated that a major gift policy is in the works.</p> <p>Brian reminded the group that the cathedral has taken nothing from designated funds and we need to address the distrust. Rachel underscored this, as did Mike Shepard who sees the anger arising out of fear and scarcity, as well as misinformation.</p>		
Executive Committee Reports		
Senior Warden’s Report	Gina Christ, Senior Warden	8:10 pm
<p>Senior Warden Gina Christ indicated that to be in compliance with the constitution, two new Vestry members will be added, for a total of four officers and nine members. The Vestry candidates must be members in good standing. Gina was pleased to announce the two new vestry members; Vivien Smith and Michele Mandrich The clerk will be chosen at the September meeting. Gina moved and Rachel seconded the motion to proceed with Vivien and Michelle. The motion carried.</p>		
Junior Warden’s Report	John Satterberg, Junior Warden	

Junior Warden John Satterberg presented the proposed Mission and Vision statements following discussions at the June Vestry Meeting, and highlighted the final changes, including the distinction of the mission statement as where we are, and the vision statement as where we are going. The Vestry thanked John for work completed and John moved to accept this version of the mission and vision statements. Brandon seconded and the motion was carried.		
Canon Mary Lusk	Canon Community Developer	
Mary Lusk shared "Fall Program Highlights" with the vestry (See Addendum) She shared 4 steps all could practice: Greet, welcome, orient and incorporate. She asked each vestry member to practice these steps with at least one person. Mike Shepherd concurred, agreeing that the vestry can take more responsibility in this regard. Although these things do not take a lot of time and energy, they have a big impact. Gina asked about nursery and children's ministry, and Mary indicated a target date of September 7 th . (update, see the Provost report of September 13th) The vestry thanked her for all of the work involved in planning, communications and inviting others to be a part of the Cathedral community.		
Other Business/Closing		
Closing Prayer	Mary Beth Farrell, chaplain	9:34pm
Adjourn	Gina Christ, Senior Warden	9:35 pm