



# Cathedral Vestry Meeting Minutes

Meeting Information			
<b>Meeting:</b>	Saint Mark's Episcopal Cathedral Vestry Meeting		
<b>Date:</b>	October 21, 2025	<b>Time:</b>	7:00 pm
<b>Meeting Facilitator:</b>	Tim Kingsley	<b>Place:</b>	Saint Mark's Heritage Room/Zoom
<b>Meeting Objective:</b>			
<b>Documents:</b>	Attached Separately		

Participant	Attend?	Participant	Attend?	Participant	Attend?
Gina Christ, <i>Senior Warden</i>	X	Joe Ward, <i>Property Chair</i>	X	Brandon Lorge, <i>Council At Large</i>	
John Satterberg, <i>Junior Warden</i>	X	Esther Agbaje, <i>Governance Chair</i>	X	Inez Bergquist, <i>Governance</i>	X
Brian Myers, <i>Treasurer</i>	X	Jacob Buchen, <i>Finance Chair</i>	X	Tom Brandt, <i>Governance</i>	X
Rachel Babbitt, <i>Send Chair</i>		Vivien Smith, <i>Council At Large</i>		Paul Anton, <i>President, Foundation</i>	X
The Rev. Mary Beth Farrell, <i>Chaplain to the Vestry</i>		Canon Karen Olson, <i>ECMN</i>	X		
The Rev Tim Kingsley, <i>Provost</i>	X	Mike Shepherd, <i>Stewardship Chair</i>	X		
The Rt. Rev. Craig Loya, <i>Bishop (ECMN)</i>		Michele Mandrich, <i>Clerk</i>	X		

**Minutes / Notes – Notetaker:** Michele Mandrich

Agenda Item	Responsible	Est. Time
Opening Prayer		7:00

<b>Team-Building Question</b>	John Satterberg, Junior Warden	7:01
<b>Call to Order</b>	Gina Christ, Senior Warden	7:05 pm
All members were present except for The Rt. Rev. Craig Loya, Bishop, Rachel Babbitt, Vivien Smith, and Brandon Lorge. All members attended in person.		
<b>Approval of Minutes from the June meeting &amp; YTD Budget Summary</b>	Tim Kingsley	7:06
A motion was made by Gina and seconded by John S to approve the August 19 <sup>th</sup> meeting minutes with no changes.		
<b>Committee and Commission Reports</b>		
<b>Foundation Report</b>	Paul Anton, Foundation President, Cathedral Church of St. Mark	7:08
<p>Two loans from the cathedral. 1. Bridge loan in the amount of \$235,574.05 cash flow loan \$131,356.93. Both loans are due this month. Extending the terms of both to be due 12/31/2026. A new full agreement will be submitted for signatures.</p> <p>George Ewing's passing requires a replacement from the finance committee to represent St. Mark's at the foundation meetings beginning in January 2026.</p> <p>Need two candidates for roles on the board.</p> <p>Vestry members and congregants are welcome to attend foundation meetings beginning in January.</p>		
<b>Finance Committee Report/Treasurer's report</b>	Jacob Buchen, Committee Chair and Brian Myers, Treasurer	7:26
Income 12,000 worse than plan. Due to donations being lower than plan. Expenses higher than plan. YTD 138,000 loss. Predicts 150,000-200,000 negative margin by year end. Some pledges promised have not been paid. Some estates donations are still coming in both will bring in \$65,000 each towards operations, which will bring the budget close to break even operating performance. 3 scenarios represented in the report, which is still being refined.		
<b>Stewardship</b>	Mike Shepard,	7:48
See report documents which outline pledge goals and planned communication and personal outreach. Mailing will go out by Thursday this week. Website is updated. This coming Sunday Stewardship will be the subject.		
<b>Governance Committee Report</b>		8:09
<p>Bylaws are being converted to statutes, which are to correspond with the constitution and the canons.</p> <p>All committees are advisory to the Vestry and decisions made exclusively by the Vestry after discussion. Added term limits for committee chairs (3 consecutive years). Members 3 yrs, with a second term allowed. One year break for each and can return.</p> <p>Quorums Special Committees Signatory rights</p>		

Updates will be made and will continue the clarification and refinement process. Goal is to have this completed and voted on by the Vestry before the Annual meeting.

**Property Committee Report**

Joe Ward, Committee Chair

9:22

Joe Ward made a motion to engage with a vendor to renovate/fix the bridal room bathroom and spend up to not to exceed \$5,000. Brian Myers seconded the motion. Mike Shepard asked if this is nice to have or if it is needed. Joe responded that Ushers say it is urgent. The bathroom is in disrepair and unusable. The motion was approved.

**Adjourn**

Gina Christ, Senior Warden

9:28