



Cathedral Vestry Meeting Minutes

Meeting Information

Meeting:	Saint Mark's Episcopal Cathedral Vestry Meeting		
Date:	January 15, 2026	Time:	7:00 pm
Meeting Facilitator:	Tim Kingsley, Provost	Place:	Saint Mark's Heritage Room/Zoom
Meeting Objective:			
Documents:	Attached Separately		

Participant	Present	Participant	Present	Participant	Present
Gina Christ, Senior Warden	X	Joe Ward, Property Committee Chair	X	Brandon Lorge, Transform Commissioner	X
John Satterberg, Junior Warden	X	Esther Agbaje, Governance Committee Chair	X	Joe Ward, Property Committee Chair	X
Brian Myers, Treasurer	X	Jacob Buchen, Finance Committee Chair	X	Paul Anton, Foundation	X
Rachel Babbitt, Send Commissioner	X	Vivien Smith, Council Member, At Large	X		
The Rev. Mary Beth Farrell, Chaplain to the Vestry	X	Canon Karen Olson, ECMN			
The Rev Tim Kingsley, Provost	X	Mike Shepherd, Stewardship Committee Chair	X (via Zoom)		
The Rt. Rev. Craig Loya, Bishop (ECMN)	X	Michele Mandrich, Clerk	X (via Zoom)		

Notetaker: Michele Mandrich, Interim Clerk

Agenda Item	Responsible	Est. Time
-------------	-------------	-----------

Opening Prayer	The Rev. Mary Beth Farrell, Council Chaplain	7:00PM
Call to Order	The Rev. Tim Kingsley, Provost	7:13 PM
Team Building Question	Jon Satterberg, Junior Warden	7:14
What would you like to say to your fellow Vestry members? Members responded.		
Approval of Minutes from the October meeting	The Rev. Tim Kingsley, Provost	7:40PM
No changes. Motion Tim, all yes approved.		
Bishop's Updates	The Rt. Rev. Craig Loya, Bishop	7:40PM
<p>Dean Search – promising developments regarding applications. The Bishop will conduct initial interviews and make recommendations to the search committee. The search committee will then interview and wean down the list. Then the bishop will reengage to make a recommendation to the Vestry. Feedback on the Cathedral's profile by candidates has been very positive.</p> <p>Relationship b/n vestry and the foundation – do not have solid governing board and procedures for this relationship. He has asked Sally Johnson to look into governing documents towards the goal of clarifying expectations, roles, and relationships. Two things need to be clarified/changed. 1. Members of the new foundation board need to be selected by the vestry. 2. Any changes to articles of incorporation need to be approved by the vestry. Current state issues are not uncommon due to the many transitions common to a Cathedral and can be addressed. However, current state needs to evolve such that the vestry is the decision maker. Relationship strain results when there is inconsistency in the application of expectations. Clarity of expectations will help all.</p> <p>A Vestry Foundation Discovery Task Force will be created. This group works through establishing processes, roles and relationships between the new foundation board and the vestry.</p> <p>A nominating committee for the new foundation board will be created with members from the Executive Committee. It will need to decide on a process for nominating people to the foundation board, including roles, responsibilities, and expectations for working with the Vestry. The election for the board is to occur in late winter/early spring 2026. Five members are needed.</p> <p>Per Esther, once created, the nominating process for the board will be added to the statutes.</p> <p>It would be best to have this in place before a new Dean is established. Brian Myers expressed concern that this may not be a realistic expectation. The Bishop indicated a basic structure and the stated objective to prioritize this work is what is needed when the new Dean starts.</p> <p>A motion was made by John Satterberg to nominate Brian Myers, Brandon Lorge, Vivien Smith, Joe Ward, and Tim Kingsley. The motion was seconded by Brandon Lorge. The motion passed without objection.</p>		

Decision on Roof Project	The Rev. Tim Kingsley, Cathedral Provost	8:22 PM
See Executive Summary for history and current state. Consent received by trustees today at 3PM. Education to the community/congregation forthcoming. The goal is for roof project completion by June 1, 2026. Concerns raised related to impact on the pollinator garden. Follow up planned.		
Finance Committee Update	Brian Myers, Treasurer	8:32 PM
December was another exceptionally positive month for operating income. Operating income was \$90,527 for the month, making this our second-best month of the year following November in which we recognized \$130k in revenue from generous estate proceeds. The December result was driven primarily by exceptionally high pledge income. This generated total income for the month of more than \$250k, or \$115k over plan. Expenses were well controlled and came in at \$12k under budget adding to the successful financial performance.		
Vote on final 2026 budget/Decide staff salaries	Jacob Buchen, Finance Chair	8:42 PM
The 2026 draft budget was reviewed. Pledges budgeted - 909K; Estate gifts are conservatively planned. AV budget is out for 2026. The building is fully rented; Dean's salary is built into the budget beginning 4/1; Tim Kingsley departs 5/1; 8% health increase; 4% increase for salaries. 15k for external audit. Audit done by external controller. Tim Kingsley made a motion to approve the 2026 budget and Brian Myers seconded, motion approved.		
Governance - Statutes and Bylaws	Esther Agbaje, Governance Chair	9:05 PM
A final version of the statutes in the folder for review. Foundational documents are in place and approved. Any changes to these documents are to come to the vestry for approval. Notifications of changes to come to the congregation. Many thanks to prior and current supporters of this effort. Chair made a motion to approve, John Satterberg seconded, the motion carried.		
Send and Transform Commission Reports	Rachel Babbitt, Send Commissioner Brandon Lorge, Transform Commissioner	09:10
Rachel Babbitt, Send Commission – food for annual meeting will be a free will offering going to local charity. Bradon Lorge, Transform Commission – spring programming planning underway; small groups are planned; more planned		
Stewardship & Property Committees	Mike Shepherd, Stewardship Committee Chair Joe Ward, Property Committee Chair	
Stewardship – Aplos will be replaced with Keela as the new online donation system. Property – Received a third bidder on sanctuary seating.		

Organization and planning of the annual meeting	Gina Christ, Senior Warden	09:20
<p>See report for agenda. Some updates from last year include updates to search committee progress. Michele Mandrich, Clerk to take manual notes via virtual link. Send PowerPoint Slides to Mike Shepherd for final updates and formatting by 1/21/26 at the latest. Mike to Tina thereafter for presentation on 1/25/26.</p> <p>Need a hospitality committee (4-5 people) to support the Dean search. Rachel Babbitt to lead efforts.</p>		
Closing Prayer	Mary Beth Farrell, Council Chaplain	09:38
Adjourn	Gina Christ, Senior Warden	09:38
<p>Motion to adjourn made by Gina Christ; seconded by Tim Kinsley; Meeting adjourned.</p>		