



## Cathedral Vestry Meeting

Meeting:	Saint Mark's Episcopal Cathedral Vestry Meeting
Date/Time:	March 24, 2026 7:00-9:00PM
Location	Saint Mark's Heritage Room or Zoom
Documents:	Uploaded to meeting folder

<i>Participant</i>	<i>Present?</i>
The Rev Tim Kingsley, Provost	Y
Mike Shepherd, Senior Warden	Y
Rachel Babbitt, Junior Warden	Y
Janet Balej, Treasurer	Y
Michele Mandrich, Clerk	Y
The Rev. Mary Beth Farrell, Chaplain to the Vestry	Y
The Rt. Rev. Craig Loya, Bishop (ECMN)	N
Canon Karen Olson, ECMN	N
Joe Ward, Property Committee Chair	Y
Jacob Buchen, Finance Committee Chair	Y
Vivien Smith, Council Member	N
Brandon Lorge, Council Member	Y
Paul Anton, Council Member	Y



## Agenda

Topic	Time	Speaker	Minutes
Opening Prayer	5 min	The Rev. Mary Beth Farrell, Chaplain to the Vestry	Mary Beth Farrell led the opening prayer.
Call to Order	1 min	The Rev Tim Kingsley, Provost	Meeting was called to order at 7:19PM by Mike Shepherd.
Review and approval of Jan & Feb meeting minutes	5 min	Mike Shepherd, Senior Warden	Mike made a motion to approve the minutes from the Jan and Feb 2026 Vestry meetings. Rachel Babbitt seconded the motion. The vote was unanimous to approve both of the meetings' minutes without corrections or additions.
Team Building	3 mins	Rachel Babbitt, Junior Warden	Rachel introduced a team building exercise for upcoming vestry meetings.
Dean Search Update	10 mins	Jeffrey Rainey, Search Committee Chair	Planning for the site visits of three candidates for the Dean's role is underway. Three dates have been set in April. Each one will spend three nights and two days in Minneapolis. Each will meet with staff, the search committee, and members of the Vestry. Each candidate will preach also. After the visits are over, the search committee will meet with the Bishop for final discernment regarding the candidates.
Vestry Roles, Onboarding, & Committee Assignments	10 mins	Rachel Babbitt, Junior Warden	Rachel Babbitt made a motion to approve Joe Ward as the Chair for the Property Committee; Paul Anton as the chair of the Foundation Committee; Jacob Buchen as the chair of the Finance Committee; Brandon Lorge as the chair the Governance Committee; and



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			<p>Vivien Smith as the head of the Foundation Task Force. Paul Anton seconded the motion. There was no discussion and the motion was unanimously approved. It was also stated that the stewardship committee chair would be vacant for the time being until more members of the Vestry are brought on. Mike Shepherd is seeking names of individuals who may be interested in serving. Rachel Babbitt will liaise with the Gather, Transform, Send Commissioners and report back to the Vestry. Currently, these are Joan Olson (Transform), Michaela Johnson (Send), Emmanuel Wilson and Kimberly Johnson (Gather).</p>
Treasurer's Report	15 mins	Janet Balej, Treasurer	<p>The Finance Committee met this month but did not have a quorum. The time was used to talk through actuals to date with Tim Kingsley and delve into the details of various income and expense lines, particularly focusing on understanding the components of contracts, administrative services and communications expenses.</p> <p>Operating income for February was \$145,632 compared to a budget of \$135,465, for a net positive over budget of \$10,167. On the expense side, total expense exceeded budget by \$22,808. We had \$147,778 of actual expense vs. a budget of \$124,970. Building expenses again accounted for the majority</p>



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			<p>of the overage, driven by utilities snow removal, security vendors, cleaning, renovation work on the All Souls Room, and a deposit for Easter directional parking in the contracts line. Some expense savings were realized in compensation from savings on benefits and some savings was due to timing of expected expenses in the Cradle-to-Career area. We ended February with approximately \$418k of operating cash and \$1.02m of cash that is restricted for the roof and other building projects. Total current assets were \$1.67m while total current liabilities were \$388k. The decrease for both lines relative to last month is due to a \$415k payment that was made for the roof project, which decreased payables from \$572k in January down to \$145k at the end of February. Long-term operating liabilities include approximately \$91k due from the operating fund to replenish restricted funds.</p>
Property Committee	3 min	Joe Ward, Chair	<p>The floor buckled downstairs between the columbarium and the bridal suite, which makes it unusable. A motion was made by Joe Ward to approve no more than 20k for the repair to Suburban Renovations. Rachel Babbitt seconded the motion. The motion carried with a unanimous vote.</p>



Topic	Time	Speaker	Minutes
Foundation Report and Discussion	45 mins	Mike Shepherd, Senior Warden	The Bishop has tasked this new vestry with determining whether the foundation board should remain a separate entity or whether it should join with St. Mark's under a shared financial framework and if there is a joining, when and how that is done. The vestry does not currently have a governance structure to support this joining, but it does have a task force established to create this. There is also a slate of 5 candidates presented to the vestry to serve as the initial elected board. After discussion, a motion was made to elect the 5 individuals to the foundation board for a period of three months (until June 30, 2026). A second motion was made and seconded that the foundation task force be commissioned to find the pathway of bringing the foundation under the vestry with appropriate safeguards. The motion was seconded and the vote was 6 in favor, with one opposing.
Closing Prayer	15 mins	The Rev. Mary Beth Farrell, Vestry Chaplain	Mary Beth Farrell led the closing prayer.
Adjourn	9:27 PM	Mike Shepherd, Senior Warden	Mike Shepherd made a motion to adjourn the meeting, the motion was seconded and all voted in favor.