

St. Mark's Cathedral

Council Meeting

March 20, 2014

Attending Council members: Joanne Christ, Warren Maas, Paul Schelin, Dennis Christian, Dick Nowlin, Brian Crist, Linda Brandt, Doug Eichten, Betsy Hsiao, Jim Huber, Sarah Nowlin, John Nuechterlein, George Ewing, Veronica Guevara, Susan Lynx, Kathleen Murphy, Louise Simons, Christine Slater, Christopher Preston Williams. Helen Hansen.

Attending Clergy: Right Reverend Bruce Caldwell, Transitional Spiritual Leader; Deacon Pat Markie

Attending staff: Pat Betsinger.

Guest: Rich Maier.

Chaplain: Mary Farrell.

Clerk: Iris Key.

1. Opening Meditation and Prayer (4:30) Mary Farrell

2. Minutes (4:36) Iris Key – Joanne Christ: correct the heading of the previous minutes to read "Council." Clarify language in "administration of will." Sarah, Brian. Correction: Linda is able to attend the retreat.

3. Report on Capital Campaign projects (4:38) Rich Maier. With Rich Simons, Maier has focused on two projects: parking and sound. Citing the Capital Campaign spreadsheet, he explains that Scenario 1 is what is agreed to be done, and Scenario 2 includes a wish list if the Capital Campaign receives an additional \$19,000. Security: priority is a new fire panel, because the current cannot be repaired. Lighting in nave: the light box is currently in the banner room, but we need an updated control box that is more accessible to nave. Lighting fixtures need upgrades, and lanterns at base of stained glass windows need new bulbs, possibly LED. Parking wish list includes bicycle racks, caulk around concrete, adding up to \$35,000. The egress must have a better handicapped exit by modifying steps with ramp.

Kathleen Murphy asked about the timeline for carriage door egress. Maier responded that the goal is to complete that project, and other remaining projects, before the new dean takes office.

4. Approval of Sound Improvement Project (4:46) Kathleen Murphy and Rich Maier

Maier requests approval for the installation of a new mixing system, up to \$12,500. The system would allow sound control via tablet from the gallery; it could connect to future systems. Susan: move to approve to nave. Sarah 2nd. Passed. Kathleen Murphy notes that the Property Committee and Finance Committee vetted the system and support it. Rich Simons leaves.

5. Treasurer's Report (4:55) Paul Schelin/Dennis Christian. Paul: no questions. Jim move accept. Louise 2nd.

6. Warden's Reports (4:56) Joanne Christ/Warren Maas

a. Calendars and Scheduling Joanne

i. Joanne attended the Consortium of Endowed Episcopal Parishes (CEEP), February 26-March 1, 2014 held this year in Atlanta, hosted by the Cathedral of St. Philip. She met representatives of churches similar in size to St. Mark's, and in kindred positions; she also visited suburban Church of Holy Innocents which has a youthful orientation. The 2A15 CEEP will be held in Amelia Island, Florida; Joanne encourages others to attend. A resource to keep in mind: we can send a question to CEEP, broadcast to parishes, parishes respond with their reflections.

ii. The calendar is still in the process of being converted into a longer timeline, holding dates 1.5-2 years in advance.

b. Acknowledging and thanking past committee members Joanne

i. Joanne would like to establish system of recognition to departing members.

1. Question from George Ewing: At CEEP, can cathedrals compare budgets? A. Pat Betsinger: there is no national group with this information. A. Bruce: CEEP surveyed cathedrals several years ago to see which percentage of budget is endowment. A. Joanne: Some churches post their financial summaries online.

c. Retreat Warren 5:06

i. Retreat will be held on April 12 at 8:00AM. It will involve teambuilding, preparation for change, adjustment to new governance structure, planning for a new dean, and the nurturing of a vibrant Sunday worship experience. Warren encourages council members to brainstorm on this question: What would your ideal Sunday at Saint Mark's look like?

d. Committee/Commission Joanne/Chairs and Liaisons 5:10

1. Brief report by Chairs/Liaisons that have met

Property Committee: Kathleen Murphy. Kathleen notes that there are more people in committee than governance structure requires. It held its first meeting with Kathleen as leader; Mary was chaplain and presented a prayer for the committee. Kathleen is organizing a retreat for the committee to consider its function more than its form. There are currently 7-8 voting members but can only have 3-5. Kathleen asks if she can keep variance. Louise recommends keeping its current number of members. Warren provides rationale for limits, but notes that the governance committee does not want rules in perpetuity; it is more important that the size is reasonable and therefore he recommends keeping its current number. Louise notes that it is an advisory board, as opposed to a board of trustees,

and therefore voting is not such a vital component of committee service. Louise, as chair of stewardship, has committees under stewardship and subcommittees.

Linda: Welcoming Committee met on Tuesday. 12 were invited, 5 cross-collaborators from other committees. Committee seeks to improve the Sunday experience, and beyond, by recruiting greeters, ushers, a neighborhood welcome group, new members for the 20s/30s group, and a new role: hosts of post-service treats.

JC: committee should be able to make decisions, and decisively bring issue to council.

Dennis: officers bring ideas to committee, working bodies bring ideas to council. Outreach is also dealing with too many issues.

Bruce: 5 is norm, get there by attrition.

Sarah: councils are 3-5, council commissions (outreach, cathedral life, x) have no assigned number: this is how she interpreted bylaws. Kathleen consults bylaws, confirms Sarah's interpretation.

Joanne: 3-5 is good number.

Sarah: She and Linda looking for as many willing people to participate and do the work.

Kathleen likes compromise. Wants to decide: what gifts does committee need, who has those gifts? Wants to decide this way rather than voting today on names. Not a matter of concentrating power but disseminating it wisely.

A. Property Committee, Linda. The next committee meeting will present welcoming information and begin arranging a campus-wide cleanup. Other commissions and committees are welcome to make this a parishwide project uniting Saint Markans.

a. George: can a committee bring concerns and recommendations against? Linda, Bruce: yes.

b. Jim: re: cleanup: important to do this before candidates for dean visit.

B. 5:34 Finance Committee: Members of other committees are invited to attend an audit session. C. Communications Committee, Betsy Hsaio. There are three task forces, or sub-groups, on the topics of on branding, events, review and evaluation. (Bruce Caldwell, Warren Maas, Betsy Hsiao, George Ewing, Mary Lusk, Kim D, Susan Barksdale, John Franklin, Sten Johnson, Matt Meyers, Sarah Kingsley.

D. Human Resources, Susan Lynx. Currently composed of four people, would like a fifth person, for monthly meetings. Members: Sharon Bigot, Sten Johnson, Ryan Prinz. Orientation by Pat, Warren, Joanne.

E. Welcoming Committee, Linda. Three priorities: 1. Welcomers at front door and bishop's hall. March 30th will be a trial in which items blocking the front door, such as banners, are moved towards the bell tower. 2. An inviting coffee hour. 3. Calling upon Saint Markans to welcome visitors by greeting in pews and wearing nametags. This committee meets every two months, alternating between noon and evening.

F. Cathedral Life: Sarah Nowlin. Meeting April 9.

G. Stewardship: Louise Simons.

Motion to approve Jim, Kathleen.

2. Commissioning of members

7. Interim Spiritual Advisor's Report (5:47) Bishop Bruce Caldwell

- a. Dean's Liaison Committee. Jay Kristofferson: coordinates different groups involved in worship.
- b. Pastoral Care: Helen Hanson coordinates.
- c. Formation: Mary Lusk is currently calling and forming this committee, which will have a coordinator. Lusk has a programmatic, supervisory role within church.
- d. Communications Committee: Betsy is coordinator and liaison, Kim is staff.
- e. Spiritual Life committee: Jan Dougherty may coordinate. The committee's goal is to organize retreats, quiet days, and possibly pilgrimages. The committee will also coordinate with spiritual directors who do not fit into the organizational structure in St. Mark's.
 - i. The rationale for this structure is to define the two most important staff positions, held by Pat and Mary. Their roles are critical and long-term.
 - ii. Recommends \$4,000 donation from the Capital Campaign IT funds to Betsy and Philip Hsiao for their work on the web site. 1st susan, 2nd jim.

8. Review of Covenant (5:56) Joanne/Warren

- a. X asks: discuss and formalize at retreat? JC: will discuss or begin discussing at retreat. Susan: consider "supporting decisions once they have been made." X: Pat has ideas from her CEEP trip that she shared with FinCom. Pat: I sent them to Warren, do not remember but will share later. Bruce: Warren ideas re: emails. Mary: enjoyed getting prayer requests, invites them.
- b. Crist: one in three year decision: 7: do drawing.
- c. Joanne Crist: email discussion? Warren: table for retreat.

9. Special Covenant (6:15) Warren

10. Ramona Scarpace's recommendation to ordination (6:01) Bishop Bruce

- a. Process: Council will sign a recommendation to approve. Jim, 2nd Kathleen Murphy.

11. Announcements and Celebrations (6:02)

Betsy announces the date of the welcoming celebration for new dean: Sunday, Sept 21 at approximately 12:30PM (following the service), at the Walker Art Center. The installation ceremony is scheduled for Sunday, November 2, 4:00PM, with a reception to follow.

12. Closing Prayer and Adjournment (6:05) Mary Farrell

Pat markie, warren, jim, betsy, sarah nowlin, chris slater, Christopher w, Brian.