

St. Mark's Cathedral  
Council Meeting  
June 19, 2014

Attending Council Members: Doug Eichten, George Ewing, Brian Crist, Paul Schelin, Joanne Christ, Sarah Nowlin, Linda Brandt, Betsy Hsiao, Susan Lynx, Warren Maas, Kathleen Murphy, Jim Huber, Louise Simons, Chris Slater, Minnie Steele, Veronica Guevara.

Attending Clergy: Bishop Bruce Caldwell, Canon John Rettger, Rev. Lowell Johnson, Dr. Helen E. Hansen

Attending Staff: Pat Betsinger

Clerk: Iris Key

Prayer                      Rev. Lowell Johnson

Minutes                      Iris Key

ACTION: M/S Jim Huber, Sarah Nowlin to accept the minutes of the May 2014 meeting. Passed by unanimous voice vote.

Treasurer's Report                      Paul Schelin

ACTION: M/S Jim Huber, Sarah Nowlin to accept Treasurer's report. Passed by unanimous voice vote.

Warden's Report                      Joanne Christ, Warren Maas

a. New Agenda Format- Warren announces plan to ask committees and commissions to add their requests to agenda, noting that he will send the agenda to the Council further in advance of the next Council meeting to allow for additions. Joanne encourages Council to focus on topics that are important, avoiding conversations pertinent only to the committees or commissions. Kathleen Murphy asks whether committees must submit text reports in advance, or is it enough to present news orally? Joanne responds that it is up to the Council member how much detail they would like to add. Warren proposes to revisit this topic soon and decide how this worked.

Joanne: we have copies of "sowing wheat" document, to assist in evaluating cathedral work with regard to mission. At some point in future, council should look at Sowing Wheat in detail and consider updating/changing, but for now, use it in our mutual and self-evaluations.

b. Two events in the next week: For Charlie, a luncheon Tuesday 12pm. The Council will hold a pot luck social on Thursday 5pm.

[Bishop's Reports]

a. ECMN Council Report                      Minnie Steele

Did not attend March elected bodies meeting. In meeting docs are formation texts, and mission in Haiti info, for Council's knowledge. Minnie will give brief report on June meeting at next council mtg.

b. Dean search update                      Jim Huber

The search has recommenced. Jim had conversations via Skype with two candidates. One of those candidates will visit next week, Wednesday, June 25th, at St. Paul's on Lake of the Isles for a Eucharist at 4:30PM, followed by a meet-and-greet at a location to be determined. Council members are invited to attend. Candidate will be interviewed on Thursday, June 26th. Jim will hold a Skype conversation with another candidate on Tuesday, June 24.

Dean's Reports

a. Interim Spiritual Advisor's Final Report                      Bruce Caldwell

b. Formation Report                      Mary Lusk, Veronica Guevara

Joanne says that this topic will be postponed until the next meeting, because Mary Lusk was unable to attend this meeting. Betsy notes that Mary would have liked to announce the pride reception on Saturday, June 28.

Bruce notes that the future Dean should have long-range plans for various committees that fall under his authority.

c. Worship

John Ruttger will step into worship leadership in the interim between Bruce and next dean.

d. Pastoral Care: Susan Lynx, Helen Hansen

Helen reports that the forum for pastoral care was well-attended. Members of task force met with members of the congregation. They now have a Pastoral Care Committee; it has not yet met.

e. Communications: Branding Task Force Betsy Hsiao

Bruce asked for task force to review branding. Started before Easter trying to define identity, cathedral identity, what makes Saint Mark's unique. Surveyed congregations and got great responses via email. Perhaps new visual and signature line, hopes to present it in July.

Betsy cites statistics about the web site, comparing the last 30 days (roughly May 19 through June 19, 2014) with the same time period in 2013. The current period saw 40% more users, 74% more page views per session, and 12% longer session durations.

Bruce suggests that Formation and Communications committees report more fully at Council meetings; there is no clear boundary between the Dean's authority over these committees, since they cross over to the Council, too.

## Commission Reports

a. Outreach Veronica Guevara

Veronica and Christopher met to discuss outreach tasks. They created a questionnaire to learn what people are doing and how council can support it, and they will report back on it at the next Council meeting.

b. Welcoming Linda Brandt

Linda would like to know whether Council members observe that the Welcoming Commission has made headway. She has noticed more people who stay for coffee hour and are integrated into the socializing; she thinks that more greeters and yellow ribbons make a difference, but wants feedback about these and other Welcoming changes. Linda notes that more people volunteer as greeters because of a new, shorter commitment to the role. She would also like feedback about how we welcome people in the parking area. Linda says that there is an opportunity to make handicapped parking area better. The Welcoming Committee asks the Property Committee to consider more trees and more direction to traffic. The Welcoming Committee felt that these and other ideas were not being heard by the Property Committee.

Helen, as co-chair with Kathleen of Property Committee, says that the Welcoming Committee was heard; they read the emails from the Welcoming Committee. The issue is how to pay for the changes requested by the Welcoming Committee: the contractor would have to return and redo the plans.

Joanne says that this issue should be province of Property committee. Sarah notes that the Council voted on the layout of parking; Linda says that the cost was approved, but she did not see the plan. Sarah says that the plan was presented to the Council.

Kathleen recalls that the Council voted against John's plan due to its expense. Now that the Council has voted, it must help Rich Maier succeed in the parking plan. Sarah remembers voting last year and seeing a presentation in the auditorium; she notes that the Property Committee can work with the Welcoming Committee but cannot start over again with a completely new plan; rather, the Property Committee must make the current plan work. Linda asks that the Property Committee consider planting trees up the hill.

Kathleen notes that there is a small group with history with the parking lot: the Property Committee lets this small group (Prentice Beadell, Candy Wallace, Rich Maier, Mary Pagnucco) do their work and report to the Council.

c. Cathedral Life

Sarah Nowlin

There will be a celebration of Rev. Bruce Caldwell's ministry on Sunday, June 22. His last service will be on Sunday, June 29. To celebrate the ministry of Rev. Cynthia Bronson Sweigert, donuts will be served on Sunday, June 29 after the 8am and 9am services. On July 20, the Cathedral hosts a picnic celebrating seniors. Finally, the Cathedral Life Committee is preparing for Ministry Sunday in September.

Council Committee Reports

a. Finance

Brian Crist

i. Gift: A parishioner passed away last year and left a gift to Saint Mark's of over \$5,000 annually for 10 years. The executor asked Saint Mark's if it would accept a lump sum instead of an annual gift. The Finance Committee agreed to the lump sum, and received \$45,000 in June 2014. The Cathedral gets \$25,000 which will be used to relieve deficit, and the Foundation gets \$20,000.

ii. Audit: An audit is taking place; the report will likely be done in July. Jim Huber notes that it is important to remind candidates that the books are clean.

b. Property Committee

Kathleen Murphy

i. Railing: On Easter Sunday, there was an accident involving the lack of railing on a ramp near the playground. One of the parents carrying a baby fell off the ramp, and the baby hit its head on the cement. There was no injury. The parents are both architects who noted that the ramp violates code because there is not railing on both sides. The baby's father will meet with Kathleen and Pat Betsinger to discuss ideas for railing.

ii. Roof Project: The Committee met with the roofing representative. Work on the gutters and roof membrane will begin in mid-July 2014, anticipated to be completed by early September.

iii. Hennepin-Lyndale reconstruction project: The Hennepin-Lyndale stretch from roughly the Basilica to the 94 ramps will be gutted from curb to curb. A large community group meets to discuss the effects of this construction on buildings and traffic, and Mary Pagnucco represents Saint Mark's at these meetings.

Brian Crist asks when the Council should express concerns, for example, potential damage to the organ; Kathleen says that as community meetings occur, the Property Committee will compile questions and concerns and Mary will communicate them to the community group. Kathleen notes that effects of this project on traffic and on buildings could be compounded by simultaneous projects such as roofing, parking, and Episcopal Homes construction. Brian Crist remembers that Green Line light rail construction required the Church of Saint Louis, King of France (on Cedar Avenue in Saint Paul) to disassemble their organ in order to avoid damage. Kathleen says that Saint Mark's is not alone: the Basilica, and Hennepin Avenue Methodist Church, will also be effected by construction.

Bruce expresses surprise at the looming 2015 deadline for this project; Kathleen says that the rush to complete the Hennepin-Lyndale project is due to its federal funding. Bruce: we may be somewhat at odds with our community: cathedral community comes from all over and wants easy traffic, while the Hennepin-Lyndale project focuses on bike and pedestrian friendliness.

Brian reminds Council that any barrier to Saint Mark's leads to smaller attendance and fewer pledges. Kathleen says that the more we know in advance, the more we can communicate to Saint Markans.

Susan says that the interests of drivers, pedestrians and bicyclists are not mutually exclusive, and yet the four high level ideas of the Hennepin-Lyndale project only address pedestrians and bicyclists, and do not consider drivers. The focus uniquely on pedestrians and bicyclists does not reflect

the totality of cathedral attendees. Kathleen invites Susan to email Kathleen and Mary Pagnucco with these and any other concerns.

c. Stewardship

Louise Simons

Stewardship is looking towards consecration Sunday, scheduled in October. Some modifications to 2013's program to be discussed in July or August. Asked for help from Communications Committee: snippets of why people come to Saint Mark's. Louise: looking for people to help with parking. Sheri will help with treasure sale: to do here or at another location?

Brian Crist requests more Pride weekend parking volunteers from 10AM to 10PM.

Bruce: Rock the Garden parking starts at 3PM.

d. Governance Committee

Doug Eichten

The committee welcomed a new member, Paul Anton. Committee's current priority, led by Tony Winer, is to clean up elections. The Council was given draft of what Council should consider policies; the committee will clean up and give it to Council at a future meeting, to ensure that the new statutes and constitution are reflected in policies.

The committee proposes changes to the Gift Acceptance policy: remove "Executive Committee" from the document, change "Vestry" to "Council," and on page 28, 3<sup>rd</sup> paragraph: reword a passage to make it clear that the Gift Review Committee acts on behalf of the Council, not instead of Council. The Gift Review Committee's work is reviewed and approved by Council. Planned giving is part of Stewardship.

ACTION: To approve of the above changes to the Governance Acceptance policy; M/S Doug Eichten, Minnie Steele. Passed by unanimous voice vote.

e. Human Resources

Susan Lynx

Dean Job Description: In May, the Council accepted job description with request that spiritual stewardship be part of it – see on page 38 item 37 in meeting materials.

Kathleen Murphy notes that the job description was not made public, and asks if there are plans to publish it or otherwise communicate it to the congregation. Susan says that if the congregation might like to see that the results of the CAT scan were taken into consideration.

Doug notes that item 7 suggests that raising money is Council's job, not the Dean's job; going forward, the Dean should help define "foster" and "spiritually inspired." In the future it will be important to follow up on this idea. Susan says that at the last meeting, the Council agreed that there was a spiritual component to fundraising. Veronica says that a new Dean would likely welcome the publication of the job description to get clarification of their roles.

Betsy says she will post the job description on the Policies page, and asks whether the document should have an introduction or description. Susan will write this introductory paragraph and get approval from the Governance Committee, Search Committee, wardens, and Bruce before it is posted with the job description.

### Responses to new agenda

Brian Crist asks to set deadlines for the tentative agenda, for when to submit additions, and when all materials must be submitted to Pat in order for her to be able to send out all materials at once. Pat suggests that materials go out on Tuesday after the meeting of the Finance Committee. Susan notes that all materials should be sent to Pat by Monday. The week before the Council meeting, Warren will send a tentative agenda. Betsy asks if e-documents could be used instead of paper. Pat suggests summaries/synopses instead of full documents; Doug says that the Junior Warden could write summaries.

### Financial Decisions

Bruce notes that the Council passes over financial issues very quickly. He feels that it is a major responsibility of the Council. Brian will hold another special open meeting of the Finance Committee.

Announcements and Celebrations

Bruce Caldwell: Joanne's article in Outlook is great.

Lowell Johnson: At Breck on June 26, the summer ordination service will be held. Jim Huber will present Ramona Scarpace for ordination as priest.

Sarah Nowlin: Property, Cathedral Life, and Welcoming request help at the Saint Mark's cleaning day on July 12, 9am-12pm.

Jim Huber: Reminder about candidate's Eucharist on Wednesday at St Paul's lake of the isles, at Logan and Franklin.

Closing Prayer and Adjournment

Rev. Lowell Johnson