

STATUTES OF  
ST. MARK'S EPISCOPAL CATHEDRAL  
*Amended and Restated December 19, 2013*  
*Entering into Force February 1, 2014*

**Section 1. The Dean.** The Dean shall be the Spiritual Leader of the Congregation worshipping in the Cathedral, and shall be entrusted with the conduct of the services and with the pastoral work. The Dean shall have full jurisdiction over the clergy and all support staff associated with the Dean on the Cathedral staff.

**Section 2. Residential Canons.** Residential Canons shall be elected by the Council on the joint nomination of the Bishop and the Dean, and shall discharge such duties in the worship and work of the Cathedral as may be assigned to them by the Dean, if there be one.

**Section 3. The Clerk.** The Clerk shall have custody of the seal and records of the Council, and shall report annually to the Council and shall have such duties as are usually prescribed for the secretary of a corporation.

**Section 4. Officers Committee.** An Officers Committee of the Council may meet from time to time, and may act for the Council as needed between Council meetings. It shall consist of the Senior Warden, the Junior Warden, the Treasurer, and the Clerk. The Dean shall be an *Ex Officio* member of this committee.

**Section 5. Committees.** There shall be five (5) Committees of the Council:

A. The Finance Committee, which shall consist of no fewer than three (3) and no more than five (5) members, shall have the duty of preparing the annual budget for submission to the Council. It shall also have power to make such arrangements as it may deem desirable, through the Treasurer or otherwise, for the care of and accounting for the Cathedral's funds and other personal property; and to make appointments of any assistants to the Treasurer.

B. The Property Committee, which shall consist of no fewer than three (3) and no more than (5) members, shall have general charge and supervision of the physical property of the Cathedral.

C. The Governance Committee, which shall consist of no fewer than three (3) and no more than five (5) members, shall have general charge of all governance documents. It shall also review the Council's conduct and evaluate candidates for membership therein. The Committee responsibilities also include seeking nominations for election and the conduct of elections..

D. The Stewardship Committee, which shall consist of no fewer than three (3) and no more than five (5) members, shall have general charge of fundraising for the Cathedral, and of the development of the Cathedral Congregation.

E. The Personnel and Human Resources Committee, which shall consist of no fewer than three (3) and no more five (5) members, shall have general charge of employee relations, which shall include creation and maintenance of an employment handbook, review of staff grievances, and assessment of staff morale.

The chairs of Committees shall be appointed by the Council for a term of one (1) year, and they shall serve at the pleasure of the Council. No person may serve as a chair of a Committee for more than three (3) successive years.

All Committee members who are not chairs, shall be appointed to a Committee by its respective chair. The Council must vote to approve or reject members appointed by the Committee chairs.

The chairs of Committees shall be members of the Council. All Committee members who are not chairs, shall be Members In Good Standing of the Cathedral.

**Section 6. Special Committees.** Special Committees may be established from time to time at the will of the Council. The chairs of Special Committees shall be appointed by the Council for a term of one (1) year, and they shall serve at the pleasure of the Council. No person may serve as a chair of a Special Committee for more than three (3) successive years.

**Section 7. Commissions.** There shall be three (3) Commissions of the Council. The chairs of the Commissions shall be appointed by the Council for a term of one (1) year, and they shall serve at the pleasure of the Council. The Commissions are:

A. The Outreach Commission. The Outreach Commission shall act as a liaison to the community through various external service activities and ministries as the Council shall see fit.

B. The Welcoming Commission. The Welcoming Commission shall serve as a liaison to the community and the Cathedral through various services within the Cathedral as the Council shall see fit.

C. The Cathedral Life Commission. The Cathedral Life Commission shall serve as a liaison to the Cathedral through various internal ministerial and social offerings as the Council shall see fit.

## **Section 8. Quorums.**

A. Quorum of the Council. A majority of the members of the Council shall constitute a quorum.

B. Cathedral Congregation. At any regular or special meeting of the Cathedral Congregation fifty (50) members who have the right to vote as provided in Article X of the Constitution of the Cathedral, other than members *Ex Officiis*, shall constitute a quorum.

**Section 9. Execution of Instruments.**

A. All checks, drafts, notes, and other negotiable instruments of the Council, Chapter, or Cathedral shall be signed by the officers of the Council duly authorized by a resolution of the Council.

B. All deeds, mortgages, conveyances, and other transfers of the real or personal property of the Council, Chapter, or Cathedral shall be executed by the officers of the Council duly authorized thereto by a resolution of the Council and duly attested by the Clerk of the Council and under appropriate corporate seal.

**Section 10. Rules of Procedure.** The meetings of the Council, the Chapter, the Congregation, and any duly appointed Committee of the Council or the Chapter, except as otherwise provided in the Constitution or the Canons of the Episcopal Church in the United States of America, the Constitution and Canons of the ECMN, the laws of the State of Minnesota, the Certificate of Incorporation of the Cathedral, and these Statutes, shall be governed by Robert's Rules of Order, Newly Revised.

**Section 11. Amendment.** Statutes may be adopted, amended, or repealed, at any duly called meeting of the Council, by a majority vote of all the members of the Council; provided that full notice of the change shall have been included in the written notice of said meeting.