

CATHEDRAL CHURCH OF ST. MARK

MINUTES OF VESTRY MEETING

June 28, 2022

Present: Dean Tyler Doherty, Rev. Holly Huff, Robert Lloyd, Bill Downes, Shannon Burke, Marti Jones, Evelyn Lamb, Anne-Marie Eastman, and Bonnie Weiss

Absent: Colleen Scott, Vestry Clerk, Ron Barness, Camille Biexei, and Mark Shepherd

- 1. Agenda.** Robert Lloyd moved to amend the vestry meeting agenda by adding an additional new business item, Nursery Renovation and Children's Formation Budget. The motion was seconded by Bonnie Weiss. The motion to approve the amended vestry meeting agenda was approved unanimously.
- 2. Minutes.** The vestry minutes of May 17 2022 were amended to reflect the proper spelling of the Point. The vestry minutes of May 17, 2022 as amended were unanimously approved.
- 3. Weddings and Funerals.** Father Tyler addressed the challenge of providing wedding and funeral services to those who are not members of the Cathedral parish. Frequently, a request is made to provide a funeral or wedding service to an individual who has no prior relationship to the Cathedral. It was agreed that Mother Holly and Father Tyler will confer and propose a fee schedule for wedding and funeral services for those individuals who have no prior relationship to the Cathedral.
- 4. Clergy Report.** Father Tyler presented and answered questions regarding the clergy report. The clergy has adopted a summer schedule allowing much needed time off for the clergy. Mother Holly will be on vacation from July 1 -13. Father Tyler attended a retreat from June 16-23. It was agreed that the clergy will only provide reports at future vestry meetings if the clergy believes such reports are necessary.
- 5. Associate Clergy Report.** Mother Holly updated the vestry on the activities of the Newcomers Committee. The materials that are provided to newcomers have been updated; instruction and materials for making prayer beads will occur on July 17, a Ministry Fair will occur on September 24 and the committee will participate in Back-to-School activities at the University of Utah.
- 6. Senior Warden Report.** Bob presented and answered questions regarding the senior warden report. The vestry will sponsor coffee hour on September 18, the day after the

the need to recruit new eucharistic ministers. A discussion occurred regarding the scheduling of the vestry retreat in August.

- 7. Junior Warden Report.** Bill presented and answered questions regarding the Junior Warden's Report. Bill discussed the status of repairs to the Cathedral property.
- 8. Choir Section Leaders.** Bob Lloyd made a Motion to compensate the four choir section leaders in the sum of \$100 for each service in which they participate. It is estimated that the annual cost of the section leaders will be \$14,600. This Motion was seconded by Bonnie Weiss. The Motion was unanimously approved.
- 9. The Point.** Shannon Burke provided an update of the Cathedral's ministry at The Point. Presently, evening prayers is offered on Sunday evening, spiritual care is offered on Tuesday mornings and parishioner's travel to the Point to have dinner with the residents on Wednesday evening. Shannon's ministry at the Point from mid-May through July 18 was her capstone project as part of her Masters of Divinity program. The vestry should recruit a coordinator to support this ministry after July 18, when Shannon completes her capstone project.
- 10. Nursery Renovation and Children's Formation Budget.** Bonnie Weiss made a Motion to budget \$2,500 for renovation of the nursery and the creation of family friendly spaces at the Cathedral. This motion was seconded by Bob Lloyd and received the unanimous approval of the vestry. Bonnie Weiss made a Motion to devote \$5,000 to the Children's Formation program for the next twelve months. The Motion was seconded by Bob Lloyd and received the unanimous approval of the vestry.
- 11. Communication Specialist.** A motion was made by Shannon Burke for the Cathedral to hire a parttime communication specialist, who would devote eight to ten hours per week to a variety of communication assignments, including updating the Cathedral's website, posting on social media, maintaining contact with parishioners, and preparing press releases. The communication specialist would also have responsibility for preparing the service bulletins. The Motion was seconded by Bob Lloyd and received unanimous approval of the vestry.
- 12. Rental of an Office.** Gavin Noyes of the Conservation Land Foundation has offered to rent an office on the second floor of the Cathedral parish for the sum of \$400/month. The rental agreement has been approved by the vestry.
- 13. Next Meeting.** The vestry scheduled a tentative date of August 27, 2022 for a retreat in lieu of its August meeting. The evening concluded for the vestry with prayer led by

Mother Holly.

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10/3/2022

Robert Lloyd, Senior Warden, Cathedral Church of St. Mark Date