

**Cathedral Church of St. Paul
Chapter Minutes
February 15, 2020**

Attendance:

Clergy

Bishop Alan Scarfe
Amma Nicola
Deacon John Doherty
Father Zebulun Treloar

Class of 2022

Diane Hayes
Tom Thompson
Stephanie Wells
Skeet Wootten

Class of 2021

Leighton Carlson
Matt Petty
Jolene Phelps
Jill Southworth

Class of 2023

Elvin McDonald
Mike Gillespie

Absent

Fr. Troy Beecham
Rachel Secretario Hill

[Members from above referred to by first name following]

- I. Opening Prayer – Amma Nicola
- II. Reading of Mission Statement – Skeet
- III. Statement of Conflict of Interest
 - a. Skeet – has a business relationship with the church through his work. Investment accounts are held with Wells Fargo. He reimburses all commissions earned through trades back to the church.
 - b. John – is an employee of both the Cathedral and the Diocese
- IV. Treasurer’s Report – Deacon John
 - a. Deacon John presented the Financial Position Report and the Profit and Loss Report. Discussion included having a good amount of equity but a need to work on stewardship and the budget.
 - b. Deacon John is currently moving some assets to different financial institutions.

- c. There was discussion about the need to find alternative ways to fund the cathedral; that it takes 45 to 60 days to get money out of the endowment fund; and that pledging is down. Diane suggested that a spring push for pledges might be a good idea and the suggestion was met positively.
 - d. Jill moved to approve the Treasurer's Report. Seconded by Elvin. **Approved.**
 - e. Diane nominated John Stender-Custer to be clerk. Seconded by Stephanie. **Approved.**

- V. Approval of January Minutes
 - a. Matt moved to approve to the January minutes. Seconded by Diane. **Approved.**

- VI. Deacon's Report
 - a. Directory
 - i. Updating information and photographs.
 - b. Ashes to Go

- VII. Assisting Priest Report
 - a. Vacation Bible School
 - i. VBS will be held June 22 – 25 in coordination with St. Timothy's and St. Andrew's. 5 volunteers will be needed.
 - b. Godly Play
 - i. Training is postponed because the facilitator needed surgery.
 - c. The children will be singing on Sunday.
 - d. Lenten Book Study
 - e. Young Episcopal Adults of Des Moines
 - i. YEA of DSM had an initial gathering to form Young Episcopal Adults of Des Moines.
 - 1. Stations of the Cross on Friday the 13th will be the first gathering.

- VIII. Cannon Missioner's Report
 - a. Meetings with small groups and individuals
 - i. Concerning the mission of SPC
 - ii. Concerning the Lower Level revitalization project
 - b. Lower Level Project
 - i. Inviting professionals to look at the space and sharing information that has been gathered from the community.
 - ii. Amma Nicola's colleague from ISU will look at the basement space.
 - c. Liturgical Work
 - i. Burning Palms on Sunday to make ashes for Ash Wednesday
 - d. Pastoral Care
 - i. Visiting hospitals and elsewhere
 - e. Building relationships with other churches
 - i. Sharing Pancake supper with St. Andrews this year

- IX. Old Business
 - a. Flood Update

- X. New Business
 - a. Electing a new Treasurer

- i. Jill moved that Rick Stearns be made Treasurer. Seconded by Jolene. **Approved.**
 - 1. Discussion included interest in the position and withdrawal by Henry Harmon. Rick has been on the Finance committee and is familiar with cathedral and operations.
 - b. Approval of the Investment Committee’s recommendation regarding management of Endowment Assess
 - i. Jill moved that the endowment assets that are currently managed by the diocese be moved to the Cathedral’s Vanguard account in their entirety. Seconded by Mike. **Approved.**
 - 1. Discussion included the investment relationship with the diocese. This will be a way for us to have easier access to our funds and to save a little of what we pay in fees.
 - c. Approval of the Choral Scholarship stipends – John
 - i. Choral scholarships are called “scholarships” but are in fact payment for services. Any payment over \$600.00 will require a 1099.
 - d. Faithful Innovations – Jolene
 - i. Jolene moved to approve St. Paul’s participation in the Faithful Innovations Group and to pay a \$150.00 fee. Seconded by Diane. **Approved.**
 - 1. Discussion included participating with other churches in the diocese, the use of the group as an incubator for leadership, and how this can be a way to support energy and passion.

XI. Junior Warden’s Report

- a. Thankful Recognition
 - i. Recognizing those who host coffee or give flowers with thank you notes.
 - ii. Thanking long-term volunteers in other ways.
- b. Communications
 - i. Working to ensure proper communication between church committees and Chapter.
 - ii. Chapter liaisons to committees will need to ensure that committee reports are submitted to Chapter.
- c. Bulletin Boards
 - i. Will help make Chapter more accessible to the congregation
 - ii. Looking for volunteers to repaint the hallway
- d. Property
 - i. Stephanie moved to authorize \$5,000 to replace any disintegrating bricks in the parking lot. Seconded by Matt. **Approved.**
 - 1. Discussion included having bricks available from previous project that will match.
- e. Convention
 - i. 7 cathedral members are interested in being delegates and there are 5 spots. 1 person is interested in being an alternate.
 - 1. All interested need to write a paragraph expressing their interest that Chapter can read.
 - 2. A secret ballot selecting the 5 delegates will be held at the next Chapter meeting.

- XII. Bishop's Report
 - a. The Bishop did not have a formal report but discussed his trip home, his time in Utah meeting with the leadership of other small dioceses, the cathedral budget, and his time spent in Indiana comforting a fellow bishop who tragically lost grandchildren in an accident.

- XIII. Senior Warden's Report
 - a. Retreat
 - i. Will be held Saturday, March 7 from 8:00 a.m. to noon. at St. Andrew's.
 - b. Counter
 - i. If you have not signed up to be a counter, please do so.
 - c. Please remember to wear nametags.
 - d. John Stender-Custer will need to get on a signature card at the bank.
 - e. Happy birthday to Elvin!

- XIV. Closing Prayer - Nicola

Respectfully Submitted,
John Stender-Custer, Clerk