

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

Clergy

Present: Amma Nicola Bowler, Deacon John Doherty, Fr. Zebulun Treloar

Absent: Bishop Alan Scarfe, Fr. Troy Beecham

Officers

Present: John Stender-Custer, Clerk; Rick Stearns, Treasurer

Class of 2021

Present: Jolene Phelps, Leighton Carlson, Matt Petty

Absent: Jill Southworth

Class of 2022

Present: Diane Hayes, Stephanie Wells, Skeet Wootten

Absent: Tom Thompson

Class of 2023

Present: Mike Gillespie, Elvin McDonald, Jonathan Hansen

Absent: 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 trade backs to the church.
 - b. Elvin's spouse is an employee of the cathedral.
 - c. Deacon John is an employee of the diocese and of the cathedral.
- IV. Treasurer's Report – Rick
 - a. The Vanguard deposit was made. (Approximately \$770,000.00)
 - b. We owe ourselves money. We need to put \$60,000.00 of our own money into the Preservation Fund.
 - c. P&L – Our January through August income is off about \$19,000.00 from what we projected but if you consider the fact that nobody has stepped foot in the building, we are doing well.
 - d. Deacon John adds that signing the contract with Orchard Place was very smart.

- e. Deacon John adds that we are paying off some bills and that we are doing well.
 - f. Several clergy discretionary accounts are being rolled into one.
 - g. Leighton moves to accept the Treasurer's Report. Elvin seconds. **Approved.**
 - h. Approval of the July 21, 2020 Minutes
 - i. Addition: We have received a perpetual gift from Harriet S. Macomber. \$1000.00 every year will go to Cathedral Arts and 5% will be deposited to Estate Gift.
 - ii. Addition: There was a service held on Sunday, not Saturday.
 - iii. Mike moves to accept the July Minutes with the corrections. Stephanie seconds. **Approved.**
 - i. Approval of the August 18, 2020 Minutes
 - i. August Minutes were mislabeled as June.
 - ii. Diane moves to accept the August Minutes with corrections. Elvin seconds. **Approved.**
- V. Deacon's Report
- a. Report Attached
 - b. Aureon bought netins.net. They do all sorts of internet consulting.
 - c. John Z. is the only hourly employee right now. We may want to look at John Z. becoming a salaried employee.
 - d. All delegates are registered and the money has been paid for convention.
 - e. Jolene asks how to go to the convention if you're not a delegate. John says that you just register as a visitor at no cost.
- VI. Assisting Priest's Report
- a. Hoping to have a family get-together this weekend. Hopefully getting together on Saturday.
 - b. Working on racial justice community projects with Interfaith Alliance.
 - c. Going off and on to a vigil being held outside of the police station trying to hold police accountable. There is a strong presence from the Catholic Worker House.
 - d. If we have to stream something tomorrow, what is possible now as opposed to what we need?
- VII. Canon Missioner's Report
- a. Prayer service for the nation. First live service since Palm and Passion Sunday. It was designed by Amma and Dean Horn at Trinity. Bishop Scarfe opened and closed. It can be watched online and she encourages people to watch.
 - b. Two plans have been submitted to the team overseeing plans to reopen. One was worked on with Mark. Hopefully we can record coral evensongs and premiere them live when we would normally hold them in person. The other plan is to resume indoor worship on Sunday mornings. The initial way that it is framed is that it will be similar to what is happening on Sunday. To serve bread only. Priest brings the elements. Good air flow. People sitting by family. No singing but we would have organ. At the second service we would have a single cantor.

- c. The outcome of the short survey of 6 questions put out to the congregation in the e-newsletter last week:
 - i. How many people have participated online? Most people have engaged at least once or twice.
 - ii. How many people intend to come back and participate inside? 55 percent said yes, 26 percent said maybe and 18 percent said no.
 - iii. Interest in livestreaming... how important is it. Do you agree that it is important for St. Paul's to develop this? 83 percent think that it is important to be done. This is a strong endorsement of live streaming services.
 - iv. How many people might be willing to give a monetary gift? 24 percent said they would and half said they might.
 - v. Allowing people to ask questions or to just tell things.
 - vi. Age distribution: fits basically with our demographics.
- d. The undercroft committee hopes to meet with architects before November. Let's get a baseline amount and how that will be provided.
 - i. Skeet is proposing that we start out with the \$250,000 range. He thinks we would cover most of what we would like to do. One of the things that we really need to look at doing is upgrading the bathrooms. He thinks the bathrooms would be a large expense.
 - ii. Jolene thinks that \$250,000 is a low-ball figure.
 - iii. Elvin says that the restrooms are being discussed and that \$250,000 might be a good starting point.
 - iv. Matt thinks that showers in the bathrooms might be a good idea.
 - v. Skeet says that there is plenty of money to do this if we can get parishioner's to contribute. There isn't a funding source. We could take some out of the preservation account.
 - vi. Jolene asks about the letter to the diocese. Amma Nicola says that at least two external stakeholders might contribute in some way. The diocese and The Bridge that runs Connections Café. There is also the possibility and the intent to collaborate with the board of The Bridge.
 - vii. Amma says that naturally this will progress with time but that it is good to have a starting point.
 - viii. Preservation fund: chapter may appropriate up to 5 percent and that the money can be used for a specific purpose with 2/3 of chapter approval. With approval, 5 percent gets us to about \$55,000. If the project is over 2 years then we are at about \$110,000. Deacon John says \$50,000-ish is already available with insurance money and money leftover from former draw downs.
 - ix. Amma says that it would be good to have a clear statement of intent to work with the taskforce. Skeet says that we are supportive of the effort but is reluctant to put a firm dollar amount on it at this time.

- x. The Chapter supports the activities of the Undercroft Task Force (UTF) and will work with the UTF to finance the project with a combination of funds from Cathedral Preservation Fund and other sources.
 - 1. Everyone present agrees to the statement above.
- xi. Stewardship – Amma is talking about a two year budget to try to get us thinking in a value driven, longer term way. She hopes the finance team will coalesce soon.
- xii. Potential Live stream capability
 - 1. Presentation from Rick – 3 cameras for about \$27000
 - a. Baker electric came to see what we would need for power and Ethernet – the quote they gave was \$1830
 - b. It may be the case that our power is already adequate
 - 2. Presentation from Zeb
 - a. Obtaining a portable single camera system
 - 3. What could we get by with right now if we had to live stream tomorrow
 - a. With a cell phone and a tripod
 - 4. 2/3 of those surveyed said that they may contribute to this.
 - 5. Skeet says they have hired Invictus Media to live stream their Rotary meeting with a two-camera setup. It is possible that we hire them for our services.
 - 6. Deacon John is all in favor of doing it right but does not feel like we can delay. Deacon John says that our first service from inside St. Paul’s (when the diocese ran it) had about 2000 views.
 - 7. Amma says she doesn’t know how much it would cost to have Invictus come in to offer the service so we need to find that out.

VIII. Old Business

- a. Concrete pad will be worked on
- b. Window well covers
 - i. First bid was \$3600
 - ii. Mike says the second bid came in at \$4700 but is a bit more elaborate. Similar product. Wants to make the wells fit tighter to the building. A slope would be added to help with water intrusion. Would do the work on site. The only thing that came up is that vines and cleaning would have to be dealt with.
 - iii. Skeet proposes that we accept the bid that slopes away from the building.
 - iv. Stephanie moves to accept the \$4700 bid from Jay Morrison. Eldon seconds. **Approved.**
- c. Eldon moves that the Chapter of the Cathedral church of St. Paul endorses the appointment of Jolene Phelps to the Board of Directors of the Episcopal Corporation of Iowa. Stephanie seconds. **Approved.**
- d. Cathedral Zoom Meeting

- i. If you have a strong feeling that we should not do this, then let Skeet or Nicola know.
 - e. Annual Pledge drive – Matt
 - i. Matt's current plan as returning pledge drive director is to keep it simple. Will work with John Z. and Nicola to do our traditional pledging approach. As long as nobody is opposed we will do things as regular except in zoom.
 - 1. If someone has ideas Matt will welcome that and will ask them to contact him.
- IX. Junior Warden
- X. Senior Warden
 - a. Had coffee with Bishop and broached the idea that the cathedral have a permanent seat on board of directors. It would be wise if there is a permanent seat that it should be cathedrals plural.
- XI. Closing Prayer – Fr. Zeb