

**Cathedral Church of St. Paul**

**Chapter Minutes**

**Date December 7, 2021**

**Time 6:00 via Zoom**

Clergy

Present: Amma Nicola Bowler

Absent: Deacon John Doherty; Deacon Jean Davis

Officers:

Present: Senior Warden Stephanie Wells; Junior Warden Mike Gillespie; Clerk Phyllis Melton; Treasurer Rick Stearns

Absent:

Class of 2022

Present: Stephanie Wells; Skeet Wootten; Diane Hayes

Absent: Kirsten Buniak

Class of 2023

Present: Elvin McDonald; Henry Harmon; Mike Gillespie; Jonathan Hansen

Absent:

Class of 2024

Present: Phyllis Melton; Jolene Phelps; Chuck Seel

Absent: John Stender-Custer

I. Opening Prayer. Amma led the Chapter with an opening prayer

II. Consent Agenda - Stephanie Wells

Minutes of the November 2 and November 16, 2021 meetings. Henry moved, and Skeet seconded, a motion to approve the minutes as read. **Approved.**

III. Fr. Troy - Stephanie Wells

Stephanie read a letter she had received from Fr. Troy tendering his resignation as Dean of St. Paul's. Diane moved, and Jonathan seconded, a motion to accept his resignation. **Approved.**

There is a plan to have a letter to the parish announcing his resignation. The Chapter also confirmed extending the contract with Amma Nicola through 2024. Further discussion on communication plans may be held during the December 21st meeting of the Chapter.

IV. Property - Mike Gillespie

Mike reported that he is working on plans to improve securing the trash bin from unauthorized use, including obtaining a new lock and identifying a contractor to install a gate.

V. Transition - Amma Nicola

A. Bishop Scarfe's gift. Phyllis reported that she had taken the photo to be framed.

B. Seating - Amma provided the Chapter with details about the procedures/rubrics for the seating of Bishop (elect) Betsey Monnot on December 19, 2021

VI. Presiding Bishop Curry presentation. Amma invited the Chapter to attend a live-stream screening of his presentation at the church, and then participate in a discussion.

VII. Strategic Plan - Amma Nicola

Amma reiterated her desire to begin work on a strategic plan in 2022. Phyllis, Jolene, and Diane volunteered to participate. More volunteers will be sought.

VIII. Closing

The Chapter close with prayer. Skeet moved, and Diane seconded, a motion to adjourn. **Approved.**

The next meeting of the Chapter is scheduled for December 21, 2021. It is the annual meeting for Jacobs Place.

Respectfully submitted,

Phyllis Blood Melton, clerk

Attachment #1

**Provost's report to St. Paul's Chapter** December 7, 2021

**Staff changes**

- Canon Administrator retirement:
  - Finance Specialist position – candidate interviewed 11/9/21, provisional offer is being made contingent upon outcome of background check.

**People of St. Paul**

- 1 baptism, 3 confirmations and 2 receptions celebrated December 5;
- Inquirer's group next steps being considered;
- Annual Stewardship Campaign continues with budget category pie-charts being prepared (2021 and 2022 proposed) for sharing with the congregation;
- 2021 revision of booklet *Ministry Cloisters & Committees* is being finalized;
- Volunteer drive is being prepared for January 2022, and will be one emphasis of the Annual Meeting.

**Diocese of Iowa**

- Diocesan services, Burial of The Rev. Elsa "Muffy" Wittmack Harmon took place 11/24 and Ordinations to the Diaconate took place on 12/4 at St. Paul's;
- Bishop Scarfe's visitation on December 5<sup>th</sup> went very well. Thank you!
- Consecration of the Tenth Bishop, Saturday December 18, Hope Lutheran, West Des Moines; RSVP here: <https://www.iowaepiscopal.org/consecration-rsvp> still being accepted (includes RSVP to the Seating at St. Paul's on 12/19).
  - Seating of the Tenth Bishop at St. Paul's, Sunday December 19, 10:00 am, with reception, CHAPTER PLEASE ATTEND, (no 8:00 am service). Liturgical color is red. Bring bells.

**Other**

- Thank you to those who have suggested members for the proposed Strategy Task Force. Other suggestions welcome – both for members and the name!