

**Cathedral Church of St. Paul – Virtual Via Zoom
Chapter Minutes
August 18, 2020**

Clergy

Present: Amma Nicola, Deacon John Doherty, Father Zebulun Treloar
Absent: Bishop Alan Scarfe, Father Troy Beecham

Officers

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

Class of 2021

Present: Jolene Phelps, Jill Southworth, Leighton Carlson
Absent: Matt Petty

Class of 2022

Present: Diane Hayes, Stephanie Wells, *Junior Warden*, Skeet Wootten, *Senior Warden*
Absent: Tom Thompson

Class of 2023

Present: Mike Gillespie, Elvin McDonald
Absent: Rachel Secretario Hill, Jonathan Hansen

Mission Statement

The Cathedral Church of St. Paul, the Cathedral and liturgical center of the Episcopal Diocese of Iowa, is a vital metropolitan Christian community. We are committed to accepting and giving Christ's unconditional love through worship, fellowship, education, and service within and beyond our parish church.

- I. Opening Prayer – Amma Nicola
- II. Mission Statement – Read by Skeet
- III. Statement of Conflict of Interest
 - a. Skeet handles investments for the church but rebates the commission back to the parish.
- IV. Treasurer's Report – Rick
 - a. We are solvent
 - b. We are still trying to move our money to Vanguard. They didn't accept our last attempt because we didn't include a deposit slip.
 - c. Diane moved to accept the Treasurer's Report. Leighton seconded. **Approved.**
- V. Approval of Minutes
 - a. Matt filled in for the clerk, taking minutes during the July meeting. He will need to send the draft July Minutes to the Chapter for approval in September.
- VI. Deacon's Report – Deacon John
 - a. Report attached.
- VII. Assisting Priest Report – Fr. Zeb
 - a. Helped with funeral including recording.

- b. Diocesan guidelines are allowing more outside gathering. He hopes to find ways to safely meet with children.
 - c. A parish prayer cycle was created that will go throughout the year. Cards will be sent in conjunction with this.
 - d. He is working on what he wants to do with the community next year.
- VIII. Provost's Report - Amma Nicola
- a. Report Attached
 - b. Diane asked if in-person carillon concert numbers were counted. Amma said that they were not but that informally she counted at least 64 cars at one point. Skeet says that there are consistently at least 25 to 30 cars.
 - c. The church has decided to continue the carillon concerts and to continue broadcasting them.
 - d. The undercroft group will be meeting this week.
 - e. Amma will have a conversation with John Horn from Trinity in Davenport to have nonpartisan prayers for the nation as we lead up to the election in November.
 - f. On December 24 and 25 the bishop will be at St. Paul's even though we don't know what that will look like.
 - g. Confirmation will be scheduled this year.
 - h. Amma received an offer of office furniture. It would vastly improve her working environment. Elvin moves to accept the furniture. Stephanie seconds. **Approved.**
 - i. There will be a short retreat for the cathedral staff, probably on the 27th, to cast a vision together.
- IX. Old Business
- a. Stewardship Appeal
 - 1. After an open and fruitful discussion with the diocese we agreed to make the pledge of 35,000 this year. The diocese has a Jubilee provision, that if we find that we have difficulty meeting the payment, we can apply to have 3 months of our payments waived.
 - 2. Re-keying – there is a list of people that will get new keys.
 - a. Skeet mentions that there should be a protocol about who is to get a key. The final decision should be up to the Dean or the Provost. Stephanie mentions that there is already a process in the building use and it basically says that it is up to the Dean or whoever is in charge.
- X. New Business
- a. Convention Nominations
 - 1. Phyllis Melton wants to apply to be on the standing committee. Elvin moves to give Phyllis the support of the Chapter. Seconded by Diane. **Approved.**
- XI. Junior Warden's Report
- a. Property Committee recommendations
 - 1. The railing at the corner of Ninth and High is broken. It is iron or metal.
 - 2. A couple of the stairs are deteriorating and some mortar work needs fixed. John Z. is to contact Bill.

3. Bid 1: To fix the concrete pad in the back. 1st bid would inject a polymer to raise the cement back up. They would also fill the joint with a silicone sealant.
4. Bid 2: To fix the concrete slab in the back. 2nd bid would fill all of the joints in the area with silicone sealant and also silicone seal all of the concrete in the area. Stephanie moves to accept bid two from Thrasher and to use \$2561.48 from the Cathedral Preservation Fund. Seconded by Mike. **Approved.**
5. The window wells on High Street were measured. There is water coming into the undercroft. Hopefully by putting on window well covers for \$3706.00 there will be an end or a slowing of the intrusion of water.
 - a. Mike knows of a contractor that could give a secondary bid. Deacon would be happy to contact them.

XII. Senior Warden's Report

- a. Rick had a report about a livestreaming service. In the interim Fr. Zeb has looked into an alternative option. It would be in the \$3000.00 range and would be portable. If we ever decided to move to a permanent option in the cathedral, the interim option could still be used throughout the premises in the future.
 1. Fr. Zeb says that this would be fairly easy to use. There is a box that would attach to a camera.
 2. Rick asks if this is wireless. Fr. Zeb says that different cords can be attached but it can also be Wi-Fi.
 3. Mike asks if this could be used in the future or be built upon. Fr. Zeb says this could be something that moves to the undercroft or outside. It could not be one of the three cameras that were proposed earlier.
 4. Fr. Zeb suggests that we create a group to look in to all of these options.

XIII. Executive Session

- a. Jolene moves to extend a four-month extension of Fr. Zeb's current contract on the same terms and conditions as currently in place September 1 to December 31, 2020. Either party can terminate the contract with 30 days. Seconded by Diane. **Approved.**

XIV. Closing Prayer – Fr. Zeb