

Chapter Meeting 6/18/2019, 5:30pm St. Paul's Episcopal Cathedral

Attendance:

Clergy

Fr. Troy Beecham
Fr. Zebulun Bevans Treloar
Dcn. John Doherty

Class of 2021

Leighton Carlson
Matt Petty
Jolene Phelps
Jill Southworth

Class of 2020

Derek Sadler
Brad Schaefer
Rick Stearns
Laurie Theis

Class of 2022

Diane Hayes
Tom Thompson
Stephanie Wells
Skeet Wootten

Guests

[Members from above referred to by first name following]

Opening Prayer – Fr. Troy Beecham

Reading of Mission Statement – Skeet Wootten

Treasurer's Report – Jill Southworth

- There are some questions on the financial report that were brought about by reviewing our contributions to the Diocese. We are currently at least 2 payments behind due to first quarter 2019 payments being credited to our 2018 obligation.
- There are a number of outstanding accounts payable - approximately \$11,000.
- There is no belief by the finance committee that any money has been misappropriated; it is just a matter of the books being inaccurate. Once they are updated to reflect current status, the budget needs to be reviewed as it will be off.
- Finance committee is meeting 6/21/19 to review the accounts and the budget. Once they meet, they will present an update to the Chapter.
- An investment account was found with approximately \$40,000 that needs to be added to the financial reports.
- This issue goes back to June 29, 2018.

May Meeting Minutes

- Corrections:
 - Under Dean's report, Outside weddings should reference wedding coordinator
 - Under Dean's report, correct the spelling of Bishop Scarfe's name
 - Under Junior Warden's report spell out AED
- Motion to accept as amended Jill, seconded Diane. Unanimous approval.

Deacon's Report – Dcn. John Doherty

- Property Updates
 - Upstairs kitchen dishwasher leaker has been repaired as of 6/18.
 - Tuck-pointing contractor has been paid for half of work on bell tower and chimney. They need a bigger lift to complete the rest of the work.

- Thank you to Tom Thompson for donating the tile and trim and the work for the floor in the upstairs kitchen.
- Shelter Meal
 - Marilyn and Duane Sand have been purchasing the food for the shelter meal that has not been donated and delivered it to the shelter and then being reimbursed. They are no longer able to continue to this work. Thank you to them for all of their years of assistance with the meal. We need volunteers to assist with this portion of the shelter meal; contact Dcn. John if you are interested.
 - Dcn. John has reached out to other parishes about partnering - there is some interest but it isn't strong. For the June meal we are okay not partnering.

Dean's Report – Fr. Troy Beecham

- Thank you to Fr. Zeb for stepping in on June 9 when Fr. Troy was not feeling well.
- Attended CREDO, a conference that priests and deacons are invited to every 10 years last week. It is a great resource for clergy wellness and Fr. Troy is appreciative of the support of the Chapter to attend this conference.

Old Business

- Cathedral Planning/Strategic Planning
 - Meeting held 6/18 including Bishop Scarfe
 - Enable the ministry of the Diocese - part of this is building a relationship with Trinity Cathedral Davenport.
 - Can leverage the work from the Diocese on communications - would like to schedule a meeting with Rev. Meg Wagner from the Diocesan offices and the communications committee. Goal is to create a communications plan that reaches people in a way they prefer to communicate.
 - Make St. Paul's a place that is invitational to events occurring within the Diocese, which is working to host more Diocesan events. Would look to create a volunteer committee to assist with hosting. This would include volunteers from all metro churches.
- Summer Youth Choral Project
 - Registration form link is available on Facebook as of 6/18/19.
 - Camp is August 5 - 9 from 8:30 - 12:00 each day.
 - The kids will learn a short musical and also spend time learning about liturgical music, art, and architecture (including an architectural tour of historic churches in Downtown Des Moines).
 - Cost is \$50 per child/\$35 for each additional child. Scholarships are available for children who need assistance with the cost.

New Business

- Children's Programming
 - There is a quorum of 3 and 4 year olds and we need a plan for their formation.
 - Godly Play requires 2 individuals - a door keeper and a story teller.
 - Will see if there are individuals who are interested in volunteering; we may need to consider paying individuals.
 - Suggestion to meet with families with children to see what they want/need/expect from the church for their children. Can also take the opportunity to explain Godly Play to the families if they are not familiar with the program.
 - Will put information in the bulletin, e-blast, and Fr. Troy will email families we already know about to invite them to the meeting. It will be after the 10:00 service on Sunday, June 30.

- Matt will help facilitate the meeting; Dcn. John will attend. Will reach out to Anna Whipple to see if she can attend given her prior experience with Godly Play.

Junior Warden's Report – Matt Petty

- Planning to work on building out human resource policies and procedures in July and August.
- Automated External Defibrillators should be delivered and installed in the next few weeks.
- Chapter Size - does it make sense to reduce the Chapter size from 12 to 9?
 - Originally thought it made sense to not burn out volunteers.
 - Larger group means there are more people meeting and providing input into church business.
 - Smaller group could also wear out due to having to take on more responsibilities.
 - Larger group means more points of contact for members of the congregation.
 - There is a special dispensation from the Bishop for all Chapter members to serve 2 consecutive terms as a Chapter member. The wardens are also not limited to one year.
 - Decision by the group to table this topic for now.

Senior Warden's Report – Skeet Wooten

- High Street Door
 - 2 bids: Doors Inc and Walsh Door and Hardware. The original bids were to replace the double wood doors with double wood doors. Due to code concerns new bids were requested with one hollow steel door that is hospital width and a side window using safety glass. We are waiting for the new bid from Walsh Door to make a decision.
 - Doors Inc Bid - \$5,800
 - With all property projects we need before/after pictures, receipts, sketches or source pictures for the Historic Preservation Tax Credit.

Closing Prayer – Fr. Troy Beecham

Respectfully Submitted,
Stephanie Wells, Clerk