

Episcopal Cathedral of St. Paul: Chapter Minutes

Date: 02/20/2024

Convene Time: 5:35 PM

Clergy:

Present: Dean Nicola Dance

Officers:

Senior Warden Duane Sand; Clerk John Wetherell; Treasurer Nancy Geiger

Class of 2025

Present: Stephanie Murphy, Tom Smith, John Wetherell

Excused: Stephanie Morrison

Class of 2026

Present: Nathan Brown; Rosa Walker; Betsy Van Haaften

Excused: Sam Hutchisson

Class of 2027

Present: Al Geiger,

Excused: Duane Sand

Visitors: Julie Montgomery representing AMOS

Opening Reflection:

Nicola led the following prayers voiced from the Book of Common Prayer:

For Persons undergoing personal tragedies – BCP Page 494

For Persons struggling with addictions- BCP Page 831

For our Parish – BCP Page 817

Amen.

Nicola introduced Julie Montgomery from AMOS (A Mid-Iowa Organizing Strategy)

Business Agenda:

- **January 2024 Meeting Minutes** – Moved for approval as distributed by Betsy, with a second from Nathan. The Motion was approved.
- **Financial Report** – Nancy Geiger distributed the January Financial Report to the Chapter the previous week. There was no discussion. Moved for approval of the Financial Report was made by Al Geiger with a second by Nathan. The Motion was approved.

Old Business:

- **Renovation –Executive Committee Motions**

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Motion #1. "Approve placement of an order for the boiler, a key component of the new mechanical system that requires up to 8 weeks lead time, at a cost of approximately \$42,500."

Discussion After some discussion on the efficiency aspects of the new gas fired boiler proposed to be installed as opposed to electrically fired hot water boiler systems and the fact that a geothermal heating/cooling systems was not economically feasible, the question on the motion was called by John. The motion passed.

Motion #2 "Approve placement of a contract with OPN Architects for detailed design work needed for installation of the HVAC system in the 1885 building, at a cost of up to \$100,000 or a greater amount as supported by an itemized estimate."

Discussion

- Nicola explained that the \$100,000 amount did not cover the entire services of OPN. The Senior Warden believed that the Chapter should approve the first of three stages of services to be performed by OPN for the 1885 portion of the Cathedral: The three stages are:
 - 1. HVAC installation planning and design
 - 2. Plans and design of the restoration and modification of the Undercroft
 - 3. Evaluation of the extent of the restoration and repairs to the plaster in the Sanctuary and Narthex.

The total OPN proposal for all three stages will be in the range of \$150,000. This amount was provided by OPN in earlier discussions with the Clergy and Chapter several years ago. There has not been a breakdown of the discrete amounts for the three services provided. The Chapter discussed the strategy of the Chapter having to consider multiple motions to approve OPN estimates for the three stages of services, some of which are interrelated,

The Chapter was concerned that OPN might not think St. Paul's was committed to going forward with the entire restoration project. Potential donors in the upcoming capital campaign may have the same concerns. The Chapter determined the best approach is to move forward with the approval of the amount of the initial estimate from OPN for all three stages.

An amended Executive Committee's Motion #2 was proposed as follows:

- "Approve placement of a contract with OPN Architects for detailed design work needed for installation of the HVAC system, plans and design of the restoration and modification of the Undercroft and evaluation of the extent of the restoration and repairs to the plaster in the Sanctuary and Narthex, all in the 1885 building, at a cost of up to \$150,000 or a greater amount as supported by an itemized estimate."
- A motion was made by Tom that the Chapter consider the amended motion, The Motion was seconded by Becky. Motion #2 as amended passed. John called the question. The amended Motion passed.

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New Business:

1. Amma Nicola presented her Dean's Report.

There were no questions

2. Dean's Housing Allowance

Nancy summarized the purpose of the Chapter receiving the Dean's statement of her expenses relating to her personal housing expenses. The Chapter recognized the receipt and John as Chapter Clerk will sign the Form and return it to Amma Nicola.

3. Chapter Vacancies

Amma Nicola reported that there was a candidate for the Chapter. Michael Prough is a downtown Des Moines resident and began going to St. Paul's for a year. The Chapter considered his qualifications and connections with others in Cathedral. Al Geiger made a motion to appoint Mr. Prough as a Chapter member effective now to serve of a three year term. Nathan seconded the Motion. The Motion passed, and Mr. Prough will be a member of the 2027 Chapter Class.

•4. Information: Future of Des Moines' downtown and community partnering –

John Wetherell presented an overview of the Greater Des Moines Partnership report entitled: *Downtown Des Moines: Future Forward* published in February 2023. John reported that the Bridge Churches contribute to and are a part of the Future Forward Vision Statement in the Report and a part of two out of the five goals:– Welcoming Urban Neighborhoods and Inclusive Arts +Entertainment. The GDM Partnership wants to maintain the Des Moines Downtown historical and cultural resources, and St. Paul's is committed to do this, through the upcoming Capital Campaign funding restoration and repair and upgrading the building and the Cathedral Arts Series. Tours of the Bridge Churches can improve visibility and create interest in attending our services. Amma Nicola reported that the Bridge Church leadership is supportive of such tours.

5. Capital Campaign - process explanation

This will be provided at a later meeting.

6. Grants committee

Stephanie Murphy reported it has been meeting and is researching opportunities

7. • Other Announcements

Amma Nicola indicated that the Formation for Baptism, Confirmation and Reception began last Sunday after the 10:30 AM Service and was well attended.

She reminded the Chapter to save the date for the Chapter "Special" on March 9, 2024 at 12:30 PM and that the March Chapter meeting will be WEDNESDAY March 20, 5:30 pm in the Guild Hall.

Adjournment:

Having reached the end of the Agenda, a Motion was made and seconded to adjourn. The Motion passed and the Meeting was adjourned at 7:00 PM