

## **Cathedral Church of St. Paul Chapter Minutes**

**Date:** 04/18/2023

**Convene Time:** 5:30 PM

### **Clergy:**

Present: Amma Nicola Bowler;

Absent: Deacon John Doherty; Deacon Jean Davis

### **Officers:**

Present: Senior Warden Phyllis Melton; Junior Warden Duane Sand; Clerk Kirsten Buniak;  
Treasurer Henry Harmon

Absent:

### **Class of 2024:**

Present: Phyllis Melton; Jolene Phelps; Duane Sand

Absent: John Stender-Custer;

### **Class of 2025:**

Present: Kirsten Buniak; Stephanie Murphy; Tom Smith; Stephanie Wells

Absent:

### **Class of 2026:**

Present: Nathan Brown; Sam Hutchinson; Betsy Van Haaften; Rosa Walker

Absent:

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### **Opening Prayer:**

Amma Nicola opens with a discussion on the Saint commemorated on 4/18. That saint is Sister Joan Agnes of the Cross. Henry Harmon was asked to read a portion of Scripture, Phyllis Melton was asked to read a psalm, and Tom Smith was asked to read another portion of Scripture. Then, Amma Nicola concluded with a reflection about Sister Joan, and a Collect.

### **Business Agenda:**

- March 2023 Minutes
  - Stephanie Wells motioned to approve the March 2023 Minutes, with a second from Tom Smith.
  - Motion passed.
- March Financial Report
  - Henry Harmon shared more about the report.

- Investments are up!
  - We had a draw from the Endowment Fund.
  - Plate giving is 25% > than pledge giving.
- Stephanie Murphy motioned to accept the March Financial Report, with a second from Nathan Brown.
- Motion passed.

### **Old Business:**

- Youth Choir & Community Conversations/Lecture Series
  - There is funding from the Macomber estate
  - Amma Nicola emailed interested parties.
- Genesis II update
  - Duane Sand gave a brief background on Genesis II.
  - Explained that the program is more geared toward attitude & behavior, rather than process & planning.
  - The Genesis II team is working to map our community via a Congregational Census.
- Purchasing Policy
  - Phyllis Melton explains to the Chapter that currently there is no Purchasing Policy.
  - One must be created, as there was previously thought to be one, but it was never drafted or documented.
  - Phyllis Melton, Henry Harmon, and Amma Nicola are working to create a policy to be present for the Chapter to adopt.
- AMOS Training
  - The training is designed to teach attendees on how to best organize.
  - Amma Nicola is going, but they ask for other Chapter members and interested parties to join!
- Chapter Member Resignation
  - John Stender-Custer has asked to step down from the Chapter.
    - By consensus, the Chapter accepts his offer to step down.
    - Phyllis Melton plans to send a thank you letter for his work in the Chapter and the Cathedral.
  - The Chapter is told by the canons and bylaws that they must appoint a new member or call a special Parish meeting.
    - The Chapter chooses to appoint.
    - It would be a 9 month interim, starting in June.
    - Those under consideration must be regular attendees and pledging members for at least 3 months.

- Phyllis Melton asks for suggestions, and asks that there be an announcement of a Chapter vacancy in the eNews. For interested parties, they can email her.
- Amma Nicola Report
  - Holy Week & Easter
    - For all Holy Week services, there was a 40% increase of in-person attendees from last year.
    - Invitation helps!
  - Worship Announcements
    - There are new acolytes training!
    - Ascension Day service is May 18th. Bishop Monnot will be Celebrant. A Potluck will occur beforehand!
  - Pentecost
    - Maybe we can include a graduation celebration as well? Graduates' names can be included in the bulletin, as well as in the prayers.
    - It can be mimosas and quiche (or cake?) in the courtyard.
    - Perhaps a Parish picnic?
  - Ways & Means committee
    - No information from them yet. We await a formal response.
- Prayer requests are accepted before Closing Prayer.

**Adjournment:**

- Amma Nicola closes in Prayer.
- Stephanie Wells motions to adjourn, with a second from Rosa Walker.
- Motion passed.

**Adjournment Time:** 6:45 PM

Minutes submitted,

Kirsten Karen Ann Buniak