

Cathedral Church of St. Paul Chapter Minutes

Date: 06/21/2022

Convene Time: 5:30PM

Clergy:

Present: Amma Nicola Bowler;

Absent: Deacon John Doherty; Deacon Jean Davis

Officers:

Present: Junior Warden Phyllis Melton; Clerk Kirsten Buniak; Treasurer Rick Stearns

Absent: Senior Warden Stephanie Wells (excused);

Class of 2023:

Present: Elvin McDonald; Henry Harmon; Jonathan Hansen

Absent: Mike Gillespie (excused);

Class of 2024:

Present: Phyllis Melton; Jolene Phelps; Duane Sand

Absent: John Stender-Custer (not-excused);

Class of 2025:

Present: Kirsten Buniak; Stephanie Murphy; Tom Smith;

Absent: Stephanie Wells (excused)

Opening Prayer:

Amma Nicola gave the Chapter a “sneak peek of next Sunday’s Gospel reading”. She provided two translations of the Gospel reading, and invited a volunteer to read the first one, and another volunteer to read the second. After each reading, the Chapter discussed a question, in reference to the reading. Henry Harmon read the first translation, and Jonathan Hansen read the second. The Chapter then concluded the Opening Prayer with a short personal written reflection.

Business Agenda:

- In the excused absence of Senior Warden Stephanie Wells, Junior Warden Phyllis Melton presided over the June 21st meeting.
- May 2022 Minutes:
 - Henry Harmon motioned to accept the May 2022 Minutes, with a second from Elvin McDonald.
 - Stephanie Murphy commented that if she was present at the May 17th meeting, she would have abstained from the vote to approve Breiholtz as contractor.
 - Motion was approved.
- May 2022 Financial Report:

- Rick Stearns gave an update on the May financials.
 - He informed the Chapter that the Cathedral is waiting on the check from the Hornaday Estate.
 - He informed the Chapter that the Cathedral received a check of around \$1000 from the Great Iowa Treasure Hunt. He asked if the check should go into the Operating Fund or the General Endowment. The check was originally from Bob McKracken's estate.
 - Henry Harmon mentioned that the Cathedral Bylaws state that this money should go into the General Endowment.
 - Henry Harmon motioned for the Great Iowa Treasure Hunt check to be placed in the General Endowment, with a second from Stephanie Murphy.
 - Motion was approved.
 - Rick Stearns informed the Chapter that the Clergy Mortgage fund was repaid by Amma Nicola and will reflect in the June 2022 Financial Report.
 - He informed the Chapter about a designated gift of around \$2000. This designated gift was to be put towards the purchase and installment of new microphones for the choir loft.
 - Jolene Phelps motioned to approve the designated gift, with a second from Jonathan Hansen.
 - It was discussed that the new microphones will allow the choir and soloists to be heard better on the livestream and during in-person performances.
 - Rick Stearns mentions that the livestream installation company, Triad - that the Cathedral partnered with when the livestream system was first installed - will be able to install new microphones for approximately the desired price. If the price exceeds, the Chapter will revisit the topic before approving the implementation.
 - Rick Stearns plans to contact Triad for a quote regarding the installation and purchase of microphones for the choir loft.
 - Motion was approved.
- Tom Smith motioned to accept the May 2022 Financial Report, with a second from Jonathan Hansen.
- Motion was approved.

New Business:

- Election of Treasurer:
 - Phyllis Melton, on behalf of the Executive Committee, motioned to elect Henry Harmon as Treasurer through the remainder of his service and Chapter session (ending in January 2023). Duane Sand seconded.
 - Motion was approved.
- Vision Task Force Updates
 - Amma Nicola gave the Chapter an update from the Vision Task Force.

- In her report, Amma Nicola had a few infographics depicting the survey results in a digestible manner.
 - Jolene Phelps and Amma Nicola, on behalf of the Vision Task Force, presented an updated version of the Cathedral Mission Statement for the Chapter to approve and vote on.
 - Jolene Phelps, on behalf of the Vision Task Force, motioned to approve the new mission statement, with a second from Stephanie Murphy.
 - The statement is as follows: “St. Paul’s Episcopal Cathedral is a welcoming worshipping community committed to living Christ’s unconditional love through fellowship, service, and kindness.”
 - The motion was approved.
 - Elvin McDonald motioned for the addition of a comma after the word “welcoming”, with a second from Jonathan Hansen.
 - The statement is as follows: “St. Paul’s Episcopal Cathedral is a welcoming, worshipping community committed to living Christ’s unconditional love through fellowship, service, and kindness.”
 - The motion was approved. This is now the final version of the mission statement as of June 21st, 2022.
- Property Committee:
 - In Mike Gillespie’s absence, Phyllis Melton gave an update for the Chapter.
 - Phyllis Melton informs the Chapter that the Chapel will hopefully be painted in the coming weeks, as the workman who was scheduled to paint was out of town.
 - The parking bollards are in! They are a beautiful red color to match the Cathedral doors.
 - Amma Nicola adds that the Cathedral is looking for someone who has in depth knowledge of the construction process/experience in construction management. She plans to reach out to interested parties, but encourages those who wish to volunteer to reach out to her.
- Amma Nicola let the Chapter know that during the previous week, Deacon John gave a eulogy for a former member of St. Paul’s who had been living in Omaha before their passing.
- Amma Nicola informs the Chapter that the Diocese of Iowa has released a new system for church safety training.
 - Amma Nicola asks for the Chapter to find a good day to meet and take the training together.
 - The training discusses the topic of vulnerable adults and children, and how to watch for signs of abuse and neglect, similar to Mandatory Reporting, which is required in some professions.
 - The Chapter decided that a good option would be Saturday afternoons, as the training would take a minimum of 2 hours and 30 minutes, as there are seven 20-minute long sessions.
 - The Chapter would like to aim for July 9th or July 16th to complete the training.
- Amma Nicola Report/Updates:
 - Amma Nicola thanks all involved in the execution of the Pentecost lunch. 😊

- The Vision Task Force put together a series of meetings to discuss the following questions: “Who are you?”, “Who are we?”, and “Who are we called to become?”.
 - These sessions are intended to allow the St. Paul’s attendees to get to know one another, as well as help gain a better understanding of what direction to move forward in the future.
 - Chapter members may receive a list of people to contact individually.
 - The Chapter requested more information on what the sessions will be about, as well as logistics.
- Members of the Vision Task Force put together a Social Trip to go see an Iowa Cubs game. Information is on the website, as well as in the eBlast.
- Amma Nicola expressed interest in having someone become a liaison for the different vendors the Cathedral works with, such as plumbing, electrical, etc.
 - Rick Stearns stated that he was willing to become a vendor contact for St. Paul’s, following July 1st.
 - Rick Stearns also mentioned that he planned to contact St. Timothy’s church in DSM to see if there are a few services that they can share. This is intended to help lower cost of subscriptions, etc.
- Fundraising:
 - Amma Nicola and Tom Smith met together and discussed how to handle fundraising for Cathedral projects such as the Undercroft Revitalization Project.
 - Amma Nicola and Tom Smith wish to set up a team to help focus on fundraising.
- The Diocese of Iowa:
 - Bishop Monnet asked the Cathedral to focus on celebrating other feast days which occur during the weekday.
 - Bishop Monnet expressed interest in leaning into the liturgical calendar, as well as the Cathedral’s place as the center of the Diocese of Iowa.
 - Bishop Monnet intends to serve as Celebrant for some of these feast days (when her schedule allows), as well as serving as Celebrant for some of the weekly chapel services. ☺
- Chamber of Commerce:
 - Jolene Phelps, Amma Nicola, and a few others visited the Des Moines Chamber of Commerce meeting as representatives of St. Paul’s.
 - Jolene Phelps commented that there were a lot of people who desired to make Des Moines the best it can be.
- Amma Nicola asks the Chapter for persons who are skilled in the calligraphic arts to help her with a few projects.
- Jolene Phelps mentions she knows a few people who would be willing to help with the livestream, and Amma Nicola tells the Chapter that if they also know people. To have them get in touch with her.
- Phyllis Melton asks the Chapter to let her know of people who might be interested in serving in the Altar Guild.
- Amma Nicola asks the Chapter if they believe there may be interest if she hosted a weekly get-together at a nearby pub/restaurant where people can chat with her in a more casual setting.
- Jolene Phelps asked the Chapter for their interest in a book-study.

Adjournment:

- Jolene Phelps motions to adjourn, with a second from Jonathan Hansen.
- Motion was accepted.
- Amma Nicola sends the Chapter out with a short blessing.

Adjournment Time: 7:00PM

Minutes Submitted,
Kirsten Karen Ann Buniak