

Cathedral Church of St. Paul

Chapter Minutes

Date: March 16, 2021

Time: 5:30 PM, via Zoom

Clergy

Present: Amma Nicola Bowler; Deacon John Doherty

Absent: Fr. Zebulun Treloar (vacation)

Officers:

Present: Senior Warden Stephanie Wells; Junior Warden Mike Gillespie; Clerk Phyllis Melton

Absent: Treasurer Rick Sterns

Class of 2022

Present: Stephanie Wells; Skeet Wootten; Diane Hayes; Tom Thompson

Absent:

Class of 2023

Present: Elvin McDonald; Henry Harmon; Mike Gillespie; Jonathan Hansen

Absent:

Class of 2024

Present: Phyllis Melton; Jolene Phelps; Chuck Seel; John Stender-Custer

Absent:

I. Stephanie called the meeting to order; Amma Nicola gave an opening prayer; Deacon John offered a reflection.

II. Stephanie presented the consent agenda: February minutes; March Special Meeting minutes; financial report; Mediacom contract for approval. After a brief question/answer period, Phyllis moved, and Jolene seconded, a motion to approve the consent agenda. **Approved.**

III. A. Deacon's Report on file

B. Deacon John provided a summary.

- PPP forgiveness form filed with LSB
- Grant Proposal assistance
- Funds available for undercroft worksheet
- GILEAD Grant Report filed to Diocesan Committee
- Fidelity Charitable Trust – John Z. confirmed my position to provide By-Laws of the Cathedral
- Carillion Repairs Gift – Talked to trust administrators
- Estate Gift – EIN submitted to lawyers
- Irene Tower at Jewish Life Center for Rehabilitation
- Kathy Warren new baby girl – Nina

- Going to media com instead of Century Link for our internet. Cost will increase some but will be much faster and better for our streaming service and online classes/meetings.
- Budget changes need approval
- AUP 2018 and 2019 completed and sent to diocesan comptroller
- Have not drawn on 14310 General Investments or 14322 Endowment Distribution yet because of PPP and GILEAD grant monies being used.
- Will catch up on our diocesan pledge as soon as we finalize budget for this
- 'Why is Iowa so White' webinar last night was great.

Stephanie moved, and Henry seconded, a motion to send the AUP's to the Finance Committee to review, and report back to the Chapter. **Approved.**

IV. A. Assisting Priest Report on file.

B. Fr. Zeb suggested in his report that St. Paul's change the website host. Skeet moved, and Mike seconded a motion to approve the change. **Approved.**

V. A. Canon Provost Report on file.

B. Amma Nicola provided a summary. Jean Davis is tentatively scheduled to be ordained as a vocational deacon on April 17, 2021. She will serve at St. Paul's.

There will be meet and greet events for the candidates for Bishop around the state in the week of July 12-16. The Electing Convention will be at the Des Moines Marriott on July 31st. The Ordination will be on December 18, 2021 at the Marriott as well, with the seating occurring at St. Paul's within a few days. Presiding Bishop Michael Curry will be at the Ordination.

VI. Communications Commission. John Stender-Custer has agreed to chair this commission.

VII. Social Justice. The minutes are on file.

- Connections Cafe received a grant, creating greater financial stability
- The Gilead grant for funding technology for legal work for refugees was successful

VIII. Property/Junior Warden

Mike reported that he is researching sources for historic plaster repair for the main body of the church. There was some discussion about the possibility of scheduling a clean-up day later in the spring. Mike will also be arranging for a walk-through to identify needed repairs. The Property Committee will then work on establishing priorities.

IX. Senior Warden. Stephanie moved her report to Old Business.

X. Old Business

A. Updated Gift Policy. Stephanie presented the proposed changes to the Gift Policy as presented at the February meeting. It was suggested that where the policy uses the term "Dean", that the phrase "Priest in Charge" be added to cover instances where the Dean is not in residence or available. Phyllis moved, and Elvin seconded, a motion to approve the amended Gift Policy with that change. **Approved.**

B. Conflict of Interest Policy. Stephanie presented the proposed policy on Conflict of Interest. Skeet moved, and Mike seconded, a motion to approve the policy. **Approved.**

C. Budget. The draft budget needs to be approved to reflect an increased draw from the Endowment fund. The draw was approved by the Finance Committee. Jolene moved, and Elvin seconded, a motion to approve the amended budget. **Approved.**

D. Deacon John reviewed the dispute with the IRS over withholding taxes. The IRS rejected the latest appeal. The amount owed is \$9,501.48, due by April 15. If not paid, it will continue to accrue interest/penalties. It is the suggestion of the Treasurer and Deacon John that we go ahead and pay the disputed amount. Jonathan moved, and Diane seconded, a motion to pay the disputed amount.

A discussion followed concerning the likelihood of further protests being of benefit. That appeared to be unlikely, and could increase the amount due. Jolene called the question. The motion was **approved**, with Skeet registering a "no" vote on principle.

E. In-person services update. Amma Nicola informed the Chapter that current Diocesan guidelines allow up to 75 people per service in our space. After Easter we can encourage in-person attendance up to our maximum.

F. Summer Fine Arts Camp. Jolene said the dates will be July 19-23, 2021, with a limit of 25 participants. Plans have been made to assure adequate social distancing.

XI. New Business

A. Bishop Transition Update. Covered in the Canon Provost report.

B. Retreat Updates. This item was moved to the April meeting.

C. Chapter Counters. Stephanie sent out a schedule through June. Chapter members are responsible for arranging for an alternate if unable to serve on the assigned Sunday.

D. Stimulus Check Donations. Jolene introduced a discussion about having members donate stimulus checks to ministries supported by St. Paul's. It was noted that those checks may be needed by the members to support their families, and care needed to be taken over any messaging about donations. Stephanie and Amma Nicola will work on how best to word such a message to parishioners.

XII. Closing. Jonathon led the Chapter in a closing prayer.

Diane moved, and Elvin seconded, a motion to adjourn the meeting. **Approved.**

Respectfully submitted,

Phyllis Melton, Clerk