

Cathedral Church of St. Paul Chapter Minutes

Date: 03/15/2022

Convene Time: 5:30PM

Clergy:

Present: Amma Nicola Bowler;

Absent: Deacon John Doherty; Deacon Jean Davis

Officers:

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

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:

Class of 2025:

Present: Kirsten Buniak; Stephanie Murphy; Stephanie Wells

Absent: Tom Smith;

Opening Prayer:

Amma Nicola led the Chapter in a devotional based on the Anglican Prayer Beads. The Chapter read the devotion together, in a call-and-response fashion.

Introductions:

To reacquaint the group with one another, as well as introduce new/returning members, the Chapter shared their names with one another to match a face to the name.

Business Agenda:

- Elect Clerk:
 - After a few suggestions for nomination, John motioned and Henry seconded for the clerk position to be held by Kirsten Buniak.
- February 2022 Minutes:
 - After some grammar/misspelling edits, Henry motioned and Mike seconded for the minutes to be approved.
 - Minutes were approved.

- February 2022 Financial Report:
 - Rick gave the Chapter a brief update of the financial report, and Phyllis motioned and Jolene seconded to approve the report.
 - Report was accepted.

Old Business:

- 2022 Budget:
 - Rick gave the Chapter a brief overview of key points, and Rick then motioned with a second from Phyllis to approve the budget.
 - The budget was thus approved.
- Vision Task Force:
 - Jolene gave the Chapter an update from the Task Force's last meeting. She shared that it was exciting and the group has a lot of self-direction. She also mentioned the group was planning to submit an adjustment of the Mission statement, as well as a Vision statement, to be presented to Chapter in the near future.
- Historic Tax Credit Consultant:
 - Phyllis gave the Chapter an update on the tax credit for the kitchen and the roof. Phyllis thus motioned with a second from Elvin to have a consultant help with this tax credit.
 - Consultant motion was approved.
- HVAC City Planning:
 - Phyllis gave an update with the city planning for the new HVAC system. Reports that financially, the planning is looking very smooth, and the city may require the Cathedral to do some street-scaping on High and Pleasant Street.
- Fundraising Cloister:
 - Amma Nicola gave the Chapter an update on the search for people in the congregation who have a heart for fundraising. She appealed to the Chapter to talk with people they know who could be fundraising leaders, and for interested parties to please contact her.
- Rain Garden:
 - Elvin gave the Chapter an update on the rain garden. Elvin informs the Chapter of a report given to him by Kelly Norris, which Elvin paraphrased. Elvin motioned, with a second from Henry, on following the suggested plans to improve the rain garden and allot \$1500 to this project.
 - Rain garden improvement motion is approved.

New Business:

- Conflict of Interest Statement:
 - Stephanie W. informs the Chapter that they must sign and return the Statement by next meeting.
- COVID Guidelines:
 - Amma Nicola gives an update about the Diocesan COVID Guidelines. She informs us of the notice she received from Bishop Monnot and their COVID Task Force. After reviewing the new CDC Guidelines, the Diocesan Task Force, along with Bishop Monnot, decided to give the power back to the parishes and churches, having them decided for their communities individually.

- Amma Nicola suggests that for our parish we require masks for those unvaccinated, and those who are vaccinated may elect to wear them if desired. Thus, the choir and clergy do not have to wear masks if they do not wish to. This decision may change if conditions of the pandemic begin to worsen.
- Amma Nicola's suggested proposal is approved.
- Donation to Ukrainian Relief:
 - Jolene presents a proposal to donate to the Episcopal Relief Fund for the Ukrainian refugees. She elects that the Chapter make a donation as a Cathedral (amount TBD).
 - Rick informs the Chapter that there is a restricted fund specifically for new outreach giving, and we can give from that fund for this cause.
 - The Chapter also decides to inform the congregation of this donation, and welcome them into giving alongside the Cathedral.
 - Jolene motions to donate a TBD amount to the Episcopal relief fund, with a second from Jonathan.
 - Jolene's (Amount TBD) proposal is approved.
 - Phyllis motions with second from John that we donate \$3000 to the Episcopal Relief Fund.
 - Jolene amends with a second from Mike that we donate \$5000.
 - Stephanie M. amends with second from Phyllis that we donate \$2500.
 - Proposal to donate \$2500 is approved.
 - Vote to close discussion is approved.
- Chapter Retreat:
 - Stephanie W. updates the Chapter on the upcoming Chapter retreat to be held April 3rd after the 10 am service. She recommends the Chapter look through the leaflet given to them by Amma Nicola about the Cloisters, and for them to pick one to join if they are so called and moved.
- Holy Week:
 - Amma Nicola updates the Chapter on the Bishop's intended attendance at Cathedral services, i.e. which ones Bishop Monnot intends on serving in.
 - Amma Nicola also informs us of her intention on inviting other parishes to participate alongside us this Easter.
- Chapter 2022 Goals:
 - Stephanie W. updates the Chapter on a few goals that the Executive Committee has in mind for the Chapter this year. She says that they desire a clear path forward, as well as the creation of calmness.
 - Phyllis continues on with this topic, stating that there is a wish to "tick off some of the accomplishments", and to see moving parts mesh together. She also mentions a desire of wanting to see contributions matter in the greater picture.
 - Stephanie W. concludes that she desires for the Chapter overall to "just have fun". ☺

Reports:

- Amma Nicola:

- Amma Nicola recaps her report briefly. She also updates the Chapter on the new sexton, Christopher, and states that he is doing a wonderful job, and many people appreciate his hard work.
- Property:
 - Mike gives a few updates on the dumpster gate and the handicap bollards.
 - The doors for the trash will be put in soon. Stephanie M. will look into zoning codes, as well as seeing the requirements from Waste Management. Next month, Mike will bring back a couple bids for Chapter to vote on and discuss.
 - Handicap ballards will hopefully be put in soon, as it is starting to warm up again.
- Communications:
 - Kirsten gives a brief reminder to view at the webpages for the 1885 Revitalization Project, and to let her know if there is anything the Chapter would like to fix or add.
 - Additionally, Kirsten requests that the Chapter send her a picture they would like on the website, as she is updating the Chapter profiles.

Adjournment:

Stephanie W. motioned with a second from Mike. Adjournment motion passed.

Adjournment Time: 7:00 PM

Minutes submitted,

Kirsten Karen Ann Buniak, Clerk.