

Cathedral Church of St. Paul

Chapter Minutes

Date: November 16, 2021

Time: 5:30 PM

Clergy

Present: Amma Nicola Bowler; Deacon John Doherty

Absent: Deacon Jean Davis

Officers:

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

Absent:

Class of 2022

Present: Stephanie Wells; Skeet Wootten; Diane Hayes, Kirsten Buniak

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. Opening Prayer - Amma Nicola

Amma lead the group in a Celtic Compline.

II. Finance - Rick Stearns

A. September 2021 - Mike moved, and Skeet seconded, a motion to approve the September finance report. **Approved**

B. October 2021 - Henry moved, and Diane seconded, a motion to approve the October finance report. **Approved.**

C. 2022 Budget - will be discussed next month.

III. New Business

A. Strategic Plan - Amma

Amma would like the Chapter to develop a strategic plan next year, and asked for volunteers to begin the process.

B. Safe Church Training - Amma

The church has developed new training materials and policies that will go into effect in January. This training is mandatory for all lay leaders, including the Chapter. Deacon John agreed to remain as the administrator for this training. All Chapter members should have received an e-mail from Praesidium to sign up for training modules.

IV. Old Business

A. Gift for Bishop Scarfe - Stephanie

Stephanie reported that the Scarfe's already have a copy of the Amy Worthen print. A discussion was held on an appropriate amount; \$3000 would be equal to the amount approved for Bishop-elect Monnot.

On further discussion, it was noted that the photo taken by Walter Gentsch of the Cathedral would make a nice gift. Jolene moved, and Mike seconded, a motion to approve asking Walter for permission, and reimbursing him up to \$3000. **Approved**

B. Gift for Bishop-Elect Monnot

The Diocese is being reimbursed for the red rochet and chimere. St. Paul's has ordered a black set that will be shipped to the Cathedral. The two purchases will come in just under the \$3000 approved.

C. Sanctuary Intake Baffle - Mike

Mike reported that the baffle has been repaired under warranty.

D. Reception - Amma

Amma reminded the members that there will be an informal reception on Thursday with Bishop-elect Monnot. Mark Thompson is coordinating the event.

E. The Chapter moved into Executive Session.

F. The Chapter moved back into open session. Jonathan moved, and Jolene seconded, a motion to rescind the petition to dissolve the pastoral relationship between the Cathedral of St. Paul and the Rev. Troy Beecham. **Approved.**

V. Reports

A. Amma Nicola reported that an individual has been interviewed for the finance position, and a background check is being done.

As a part of the Stewardship Campaign, the testimonies given by Kirsten, Skeet, and Henry will be on our social media posts. Attachment #1

B. Deacon John Doherty - Attachment #2.

C. Deacon Jean Davis - no report posted.

D. Property - Mike Gillespie

Mike reported that the water pipe replacement is done.

The parking lot is also completed. The contractor has recommended that posts be placed in the handicap walkway to block people from parking there, leading to deterioration of the bricks again. Two options are available--permanent posts and removable ones. After a discussion on the pros and cons of the two alternatives, Chuck moved, and Henry seconded, a motion to approve the installation of permanent posts. **Approved.**

E. Communications - John and Kirsten continue to work together on communications.

VI. Closing

Deacon John gave a closing prayer. Diane moved, and Skeet seconded, a motion to adjourn. **Approved**

Respectfully submitted,

Phyllis Melton, Clerk

Attachment #1

Provost's report to St. Paul's Chapter November 16, 2021

Staff changes

- Assisting Priest departure:
 - Part-time Assisting Priest position is requested in the 2022 budget;
 - Part-time Missioner for Christian Formation is requested in the 2022 budget.
- Canon Administrator retirement:
 - Finance Specialist position – candidate interviewed 11/9/21, background check is being conducted.

People of St. Paul

- Jack Buscher baptism anticipated December 5; confirmation and reception also.
- Inquirer's group continues to grow;
- Worship Cloister has been reconvened and met 11/10/21;
- Annual Stewardship Campaign continues with 3 videos "Why I Give to St. Paul's" to be posted to social media the next 2 weeks. Scripts of those talks have been published in The Journey.

Diocese of Iowa

- Diocesan Convention services of Holy Eucharist took place at St. Paul's on Friday 10/29 at 7:00 pm and Sunday 10/31 at 10:00 am;
- Reception for Bishop-elect Monnot and Cathedral Chapter/Staff on November 18th at 5:30 pm in the Guild Hall;
- The Rev. Elsa "Muffy" Wittmack Harmon Burial Service, Wednesday November 24 at 4:00 pm;
 - Diaconal Ordination service Saturday December 4, 1:00 pm (3 ordinands);
 - Reception for Bishop Scarfe on December 5th following the 10:00 am service. Chapter please attend (no 8:00 am service). Liturgical color is white.
 - Consecration of the Tenth Bishop, Saturday December 18, Hope Lutheran, West Des Moines; RSVP here: <https://www.iowaepiscopal.org/consecration-rsvp>
 - Seating of the Tenth Bishop at St. Paul's, Sunday December 19, 10:00 am, with reception, CHAPTER PLEASE ATTEND, (no 8:00 am service). Liturgical color is red. Bring bells.

Attachment #2 - Deacon John Doherty

- Consecration sign up on Diocesan Website
- Safe Church training on Praesidium Academy, Invitation to join and create your profile
- Safe Church Policy acknowledgement to Diocese, can edit and send in
- EMM involvement, had a great Webinar hosted by the Des Moines Community Foundation which had representatives from the Iowa Bureau of Refugee Resettlement, Lutheran Social Services, Catholic Charities, and USCRI. Recorded and will be available soon.
- Mini-retreat which focused on LOVE: Love, One Day at a Time, Vision, and Evangelism which is the last in the series will be this Saturday at 9:00 Meeting ID 824 8722 4371