

**Chapter Meeting 12/17/2019, 5:30pm
St. Paul's Episcopal Cathedral**

Attendance:

Clergy

Bishop Alan Scarfe
Fr. Zebulun Treloar
Dcn. John Doherty

Matt Petty
Jolene Phelps
Jill Southworth

Class of 2020

Derek Sadler
Brad Schaefer (via phone)
Rick Stearns
Laurie Theis

Class of 2022

Diane Hayes
Stephanie Wells
Skeet Wootten

Absent

Tom Thompson

Class of 2021

Leighton Carlson

Guests

John Wetherell
Eric Lynner

[Members from above referred to by first name following]

Opening Prayer – Bishop Scarfe

Reading of Mission Statement – Skeet

Statement of Conflict of Interest – Skeet

Jacob's Place Annual Report – John W.

- The annual report meeting from Jacob's Place was held, led by John W.

Treasurer's Report – Jill

- Meeting held with Brooks Loden. They provided a quote for a compilation audit (\$4,000) and payroll services (\$325 per month). They could begin the audit May 1, 2020.
- Gross income is running at 85% of what was expected and approximately \$192,000 of the income comes from the endowment. Expenses are running at 91%. 6% deviation between income and expenses.
 - Contract services are about \$16,000 over budget.
 - Some makeup in expenses under music.
- Budget that was proposed at November meeting needs to be reviewed. Stewardship is down and there some additional expenses in 2020. It is likely the draw from the endowment will need to be larger than expected.
- Motion by Stephanie, seconded by Rick to approve the treasurer's report as presented. Unanimous approval.

November Meeting Minutes

- Motion by Jill to approve the November minutes; seconded by Matt. Unanimous approval.

Deacon's Report – Dcn. John

- Deaconate ordination on 12/14/19. There were approximately 200 individuals in attendance. 5 individuals ordained.
- Pastoral care work with Father Zeb.
- Working on getting accounts set-up with Lincoln Savings Bank and closed with Bankers Trust.
- New carpet is installed in the entrances.
- Communications – looking for time to work on the website.
- Preaching for the first time since July on 12/22/19.
- Received a check for \$3,000 from the Bridge to defray costs from Connections Café.

Assisting Priest Report - Fr. Zeb

- January 20 – 30 will be in Israel.
- Children's program is going well. Rachel Hill has taken the lead on the children's programming.
- Looking to build some adult programs going into Lent.

Dean's Report – Bishop Scarfe

- Father Troy received approval of his short-term disability on 12/17/19.
- There will be a part-time individual who will be the Coordinator of Ministries while Father Troy is out. They will assist in the administration and pastoral work of the Cathedral. The timeframe for them starting is January 1.

Old Business

- Flood Update
 - Baker Group has completed their repairs on the pipes.
 - Insurance company looked at Undercroft on 12/16/19, no update yet.
 - Will meet with property committee to discuss future of Undercroft. Would like to meet prior to the Annual Meeting.
 - Suggestion to hire a consultant/architect to provide advice on what to do with the space.
 - Discussion on whether or not Cathedral Preservation Funds can be used for the pipe repair.

New Business

- Volunteers For Christmas Eve – We need volunteers for the Christmas Eve services. Ushers for 3 and 10:30, Greeters and Nursery workers for all 3 services.
- 2020 Budget – Not ready to present and vote on budget. We do need to petition the congregation to access the endowment fund. Notice must be provided 2 weeks prior to the meeting where the Chapter will vote on using principle from the endowment.
- Youth Fine Arts Camp – The budget doesn't currently have funds for a fine arts camp and there is a request from Jolene to budget \$2,000 for 2020. Requested that she send an email to the finance committee for the request.
- Motion by Diane, seconded by Matt to withdraw \$15,000 from the endowment for January 2020 funding. Unanimous approval.
- Chapter Nominations – There are six individuals who have been approached and are interested in serving on Chapter.
- Chapter Counters – Need counters for January. If you can count, please sign-up.

Junior Warden's Report – Matt

- Stewardship
 - 25 regular pledgers have yet to pledge, approximately 62 regular pledgers have already pledged.
 - There are 4 pledgers that are over \$10,000.
 - 3 – 4 new pledgers.
 - The average pledge is \$3,100 which is about the same as last year.
- Young Adults Retreat
 - Father Zeb, Father Early, and Tracy Petty organized the retreat. Huge thank you to them for all their hard work!
 - Very good weekend with fellowship, rest, and friendship.

Senior Warden's Report – Skeet Wooten

- Father Troy – Is now on short-term disability. He is going to Atlanta for a few weeks over the holidays. Please keep him in your prayers.
- Church Maintenance – Do we have a group of parishioners who might be interested in volunteering time to do maintenance around the church?

Closing Prayer – Fr. Zeb

Respectfully Submitted,
Stephanie Wells, Clerk