

St. James Cathedral – Chapter Meeting Minutes
June 9, 2009, 6:30 PM
Chicago, IL

Voting Chapter Members Present: John McNeil Anderson, Mary Jo Barton, Bill Cosper, T.J. Ferrantella (Sr. Warden,)), Paula Harbage, Cathe B. McEnerney, Ann Meuse (Jr. Warden), Noah Gartner, Duncan Moore, Gary Norcross, Frank Hicks, The Very Rev. Joy E. Rogers (Dean), Mary Downie, Amy Young (13 voting members present)

Other Chapter Member Present: George Culver (Asst. Treasurer), Gary J. Maus (Secretary), Elsa Vaintzettel (Treasurer)

Voting Chapter Members Absent: The Rev. Larry A. Green, The Rev. David Stanford, Phil Debush, (All excused)

Other Chapter Member Absent: (Excused)

Others Present: The Rev. Elaine Caldbeck, The Rev. Jackie Lynn, Dawn Baity, Bruce Barber

Audience: None

General

Scriptural Passage with Audience Comments and Participation – Joy Rogers,
1 Corinthians 3:11-23

Joy reported that she and Jackie Lynn have been active in implementing a third service (to begin in September 2009) and researching its effects accordingly (with the help of St. Paul the Redeemer Church leaders – discussion about how other congregations do this have been covered). Education and discussion within our Parish will continue. Our goal is growth – more ways to access, more ways to build in the community, and more ways to build on Christian formation (young and old). Joy stressed that it is NOT a Children’s Service / Family Service. It is to be bound by time limits. Bruce Barber has already advised the choir of the proposed schedule changes, three members thus far have opted out. Joy complimented Bruce and noted that he is the most liturgically trained and one of the best Musical Directors the Cathedral has ever had, we would love to have him do a third service. However, we cannot stretch him too thin and must respect and value his capabilities. What do we need to do? Dispel rumors. Confirm that our goals are to:

- Increase the size of the congregation
- By offering another worship option
- That allows for some experimentation with liturgical style

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- Without compromising the Cathedral's standards
- And increases opportunities for the entire congregation to engage in formation activities.

Bruce advised that there will be two groups of four (vocal quartets) choir members to lead singing, and train others for the eventual development of a new choir. This also helps in sharing the singing "load" that exists for all services. We are prepared to compensate them accordingly, if necessary. Possibility of an organ scholar for apprenticeship under Bruce's direction is being considered as well. The addition of the third service is making everyone's schedules even busier.

Consent Agenda questions:

Duncan advised he would like a more detailed financial report on the amount taken on Sunday. Cathe and Duncan questioned the reporting of plate income versus pledge income. Are we separating it out or combining it? George Culver advised he reviewed the pledge analysis and is working to make it better. Duncan wants to see fundamental changes in stewardship and how we discuss with people the difference between plate donations and pledge cards. Cathe proposed that we ensure an "apples to apples" comparison and the group agreed. TJ advised this discussion would be carried forward in New Business for the July meeting.

Consent Agenda

Motion to accept the Consent Agenda, with minutes of the April meeting as amended on June 9, 2009, was by Duncan Moore, seconded by John McNeil Anderson, and passed with all in favor.

Motion to act on all items as noted on the Consent Agenda was by Duncan Moore, seconded by Mary Jo Barton, and passed with all in favor.

New Business

Items presented at the meeting:

TJ brought up the Tithing Fund (TF) and asked the group... how do we handle moving forward? Mary Jo requested that 10% of all unrestricted gifts should be designated as TF monies. Paula Harbage believes the TF is a historical perspective and a position statement on how to follow our main mission. Frank Hicks concurred and advised it was an excellent report. He advised that he likes the "growable fund" concept as explained in the report. Duncan Moore and Bill Cosper agree that this should augment our

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operational budget – it should extend things beyond “just keeping the lights on”. Cathe likes the application process, likes to see what she wants to give to and be able to make those conscious decisions about what stewardship is and how to go about doing those things. TJ expressed interest in the Tithing Committee Chair being a member of the Chapter and to that end what should the length of service be? Joy wants to consider a 3 year term for trustees and for the chair. Paula notified the group of (page five, paragraph two) a spelling error (hate changed to have). Ann commended Bill on the document. Growth fund versus impressed fund or a checking account needs to be considered, “money comes in, and money goes out scenario”. Bill advised he would send out the complete document per Mary Jo’s request. Bill advised he would correct the document with noted changes and email to the group. Joy reviewed the transparency of the fund for the common parishioner. They need to understand what it is and how they can contribute – communication for example. Random bequests (deposits) to the fund make it impossible to annually have distributions from it (as noted by Frank Hicks). Mary Jo is very sensitive to the Tithing Fund being rolled into the Endowment Fund, it must be separate. Paula discusses the differences between assets and endowments... she advised that what we have are assets. TF is presently setup as a liability (payable) on the balance sheet, confirmed by George Culver. Next steps: Bill will meet with the Dean and Warden to review causes and plans for funds distribution. Joy wants to include George Culver as well in the meeting.

Commission Progress Reports

Each commission sent comprehensive written reports with the agenda for this meeting, so the chair-persons gave only brief verbal reports.

Administrative – It was an exhausting month. Auditing continues, and preliminary results will be available on 6/13/09. ACS is now our database and it has been fully installed in the Cathedral’s systems. Membership data is being converted, information will need to be confirmed and completed to establish complete and accurate parish records.

Cathedral Community – Amy Young submitted a report which covered a significant amount of happenings (including social justice and outreach). Gay Pride Parade attendees are needed. Duncan advised the Central Cities Housing Venture Rent Party was a success and more than 200 people attended the event. The event rose over \$4,700, congrats to Duncan Moore and the team. Communication and marketing (especially e-news from Matt Rogers) is helping to get the word out about all of our programs. Now the parish has more news than we can send out.

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Finance – 5/19 meeting and the audit was reviewed. April financials were reviewed. The endowment policy is the responsibility of George Culver.

Real Assets – Ann Muse advised the most important thing that was completed was the exterior inspection completion by Bully and Andrews. Report received from the subcontractor on the roof. There is some “flashing” on the side of the Cathedral, however the roof is intact and considered sound. Estimates are that repairs to the exterior will be approximately \$250,000. We have requested a basic estimate on costs to the Cathedral and a prioritization of repairs needed.

Old Business

Chicago Consultation – Joy Rogers advised that the General Convention preparation is underway and foundation monies are being spent. Voices of Witnesses in Africa – this is not an American phenomenon and every member of the general convention is discussing when we can show it at the Cathedral. Work is progressing smoothly.

Associate Dean Search – Joy Rogers informed the group that Richard Kelly has reviewed all information that potential candidates have submitted and interviews will be scheduled. DM asked why it is taking so long to get a potential Associate Dean for the parish. JR was not pushing for this to get done because of associated finances, we save operating expenses as the result. That being said, we have “exhausted the viability of that strategy”.

Motion to adjourn by Bill Cospers, seconded by Frank Hicks, and passed unanimously.

Meeting ended.

Respectfully submitted,

/s/ Gary J. Maus, Secretary

St. James Cathedral, Chicago
Chapter Meeting – Tuesday, June 9, 2009

Consent Agenda

The Consent Agenda is used for items that require Chapter's formal approval with little or no in-depth discussion because: 1) the item is of a routine, repetitive nature, or 2) the item is only a matter of information, or 3) the item has been considered carefully by others and recommended to Chapter in such a manner that approval is simply procedural.

Any item that appears on the Consent Agenda and requires greater discussion shall be removed from the Consent Agenda and, instead, placed on the regular Agenda. Therefore, if you have any questions about items on this Consent Agenda, you are urged to contact T. J. Ferrantella for an explanation prior to the meeting. He can be reached on weekdays by calling 219/933-4110, evenings at 312/337-7044, or by email addressed to tj@old-town.us.

From the Bishop:

- None

From the Dean and Staff

- Submission of Attendance Statistics – May 2009

From the Wardens:

- Summer In The City (STIC) Budget approval – A copy of the budget is enclosed, it has been reviewed and recommended for acceptance by the Finance Commission, and the Sr. Warden has been involved in each meeting of the SITC Committee. During our Chapter meeting discussion last month (and in SITC meeting minutes), it was noted that the SITC Committee understands it must meet its budget through fundraising (and this program has always raised enough funds to meet its budget). Further, the Committee has addressed the need for Keeping God's People Safe training and all other items noted as areas of concern.
- Job Seeker Support Group Update – Report attached, provided by Lynne Gordon.

From the Treasurer, Assistant Treasurer, and/or Finance Commission

- Acceptance of Financial Statements – Pledge Data and Endowment Report attached. May 2009 financial statement deferred until next meeting.

From the Secretary:

- Acceptance of Minutes from Prior Meetings – May 12, 2009 Meeting

From Other Chapter Members

- No Items