

St. James Cathedral – Chapter Meeting Minutes
April 14, 2009, 5:30PM
Chicago, IL

Voting Chapter Members Present: John McNeil Anderson, Mary Jo Barton, Bill Cosper, Phil Debush, T.J. Ferrantella (Sr. Warden), Noah Gartner, The Rev. Larry Green, Frank Hicks, Ann Meuse (Jr. Warden), Gary Norcross, The Very Rev. Joy Rogers (Dean), Amy Young, Duncan Moore, The Rev. David Stanford, the Right Rev. Jeff Lee. (15 voting members present)

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

Voting Chapter Members Absent: Mary Downie, Paula Harbage, Cathe McEnerney (all excused)

Others Present (Staff and Assisting Clergy): Bruce Barber, The Rev. Elaine Caldbeck, Susan Czolgosz, The Rev. Jackie Lynn, Matt Rodgers

Audience: None

GENERAL

Opening Comments: T.J. Ferrantella re-introduced Susan Czolgosz to the group, advised that she would finalize the process for vision and mission for the Cathedral this evening, and the meeting continued with a discussion of her report.

Everyone agreed that the Easter weekend activities at the Cathedral went off well and the fact that we served over 1,400 people in the three services surrounding the Easter holiday weekend was of significant note.

Duncan Moore requested that we consider the dangerous effects of fire being used in the Cathedral for services. There was concern voiced by Duncan as a result of the ember left on the sacristy carpet which caused some damage to the rug. The ember was extinguished by Anne Meuse and no further issues ensued. Mary Jo Barton expressed her concerns about the candle wax being on the carpet as the result of the candlelight Easter Vigil service on Saturday, April 11th.

CONSENT AGENDA

Motion to accept the Consent Agenda was by The Rev. Larry Green, second by Frank Hicks, and passed with all in favor.

Motion to act on all items as noted on Consent Agenda was by Frank Hicks, second by the Rev. David Stanford, and with all in favor.

Mary Jo Barton noticed an error on the year date for the January 13th and 18th meeting minutes 2008 should be changed to 2009. Change noted and entered into record.

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NEW BUSINESS

Pledge Drive – Joy Rogers – Discussed the pledge update, and reviewed pledges to date. Howard Edmonds gift to the Cathedral was again introduced by Mary Jo Barton and an appropriate way to pay tribute to him and his legacy were reviewed. Mary Jo asked that there be separate line items in the budget that reflect the large gift to the church. T.J. advised that the gift would NOT be reflected in the operating budget and asked that it be used to establish a separate “Edmonds Fund” to be used for special project during our current transition period. Our goal remains \$300,000 for 2009 Stewardship Fundraising in the Operating Budget.

Edmonds Fund – Chapter authorized the Edmonds bequest of \$100,000 to be used to establish a separate fund with \$10,000 going to the Tithing Fund (in accordance with the policy for all unrestricted gifts) and the remainder into a separate fund for “Transition Expenses”, each of which would require specific Chapter approval. Examples of Transition Expenses are capital expenditures due to deferred maintenance or improvements to support congregation growth, which may be both capital and non-capital expenses. This motion by Frank Hicks and seconded by Noah Gartner passed with unanimous consent.

Database Software Authorization – T.J. Ferrantella – We reviewed the quotation and estimated cost of the software package that will be installed at St. James. It was advised that the amount would not exceed \$4,500 for FY09. This amount is \$1,000 higher than requested in order to assure a comfortable budget for the work. Clarification was provided to note that ACS is separate from Quick Books and data will be interpreted and managed separately from the new database software. Gary Norcross motioned to accept the ACS software proposal with monies from the newly established Edmonds Fund, seconded by Amy Young, and passed with all in favor.

Furniture Refurbishment – Cathedral Offices – Joy Rogers – The need for furniture was reviewed and discussed at the meeting. The need for some furniture refurbishment and/or replacement is needed. Duncan Moore motioned to move forward with an initial expenditure not to exceed \$3,000 for a new reception station and related furniture paid with monies from the newly established Edmonds Fund, seconded by Anne Muese, and passed with unanimous consent.

OLD BUSINESS

Chicago Consultation – Joy Rogers – Nothing new to report.

Associate Dean Search – Joy Rogers – Meetings continue with Richard Kelley, who is leading the Cathedral Search effort and they will be determining interview schedules in the coming month.

Fire Department Inspection following Fire at Holy Name – T. J. Ferrantella – Noah Gartner plans to install smoke detectors in the undercroft as a result of the Real Assets Committee meeting held on March 10th.

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Cathedral Scheduling – Joy Rogers – Advised that the Honorable Joan Lefkow (a member of the Cathedral) will be hosting a keynote address at the Episcopal Church Women’s conference (ECW) on April 24th. The choir will be hosting a special presentation for Evensong on May 3rd with the Cathedral Clergy and the Choir of St. Paul & the Redeemer, Hyde Park.

Motion to adjourn by Duncan Moore and seconded by Mary Jo Barton passed unanimously.

Duly recorded and noted into the record.

Sincerely,

[Digital Signature – GJM]

Gary J. Maus
Chapter Secretary