

St. James Cathedral – Chapter Meeting Minutes
February 10, 2009, 5:30PM
Chicago, IL

Present: John McNeil Anderson, Mary Jo Barton, Bill Cosper, Mary Downie, Phil Debush, T. J. Ferrantella, Noah Gartner, Paula Harbage, Frank Hicks, Gary Maus, Cathe McEnerney, Duncan Moore, Chris Plotner, The Very Rev. Joy Rogers, Amy Young

Also Present: Bruce Barber, The Rev. Elaine Caldbeck, George Culver, The Rev. Jackie Lynn, Elsa Vaintzettel.

Absent: The Rev. Larry Green, Gary Norcross, The Rev. David Stanford (all excused).

Audience: None

Opening Comments: Duncan Moore noted an upcoming Central Cities Housing Venture fund raiser and asked about the status of inactive chapter member, The Rev. Jay Sidebotham, who resigned recently.

CONSENT AGENDA

Motion to accept the Consent Agenda was by Chris Plotner, second by John Anderson, and passed unanimously.

Motion to act on all items as noted on Consent Agenda was by Mary Jo Barton, second by Bill Cosper, and passed unanimously.

OLD BUSINESS

Pledge Drive – Bill Cosper reported that we are at 93% of our goal, the database has been a good tool and learning experience for them and mentioned the involvement in stewardship efforts by Dawn Baity (a parishioner who is employed by Columbia College in fundraising) and Mary Downey.

Chicago Consultation – The Cathedral is now the holder of the funds for this project that is meant to forward full inclusion of clergy and scholarly research on scripture regarding sexuality. George/Elsa /Joy met with the Chicago Consultation leadership and staff to determine procedures for accounting control. The discussion noted that this is a pro tem group that will disband, funding runs through November 2009, and the cash balance of \$177,000 that we hold for this work is shown also as a liability on our books. The funds are in a separate checking account.

Associate Dean Search – Joy Rogers explained that the notice of this position is now advertised on the Diocesan website and the CDO profile went to national church. Resumes and inquiries are being forwarded to Search Committee Chair, Richard Kelley.

Organ Structural Update – T. J. Ferrantella explained that a carpenter is needed to cut eight holes into the Cathedral walls to be able to look into the wall and determine the structural components of the

St. James Cathedral – Chapter Meeting Minutes
February 10, 2009, 5:30PM
Chicago, IL

building /organ area. Two holes will be visible holes and will have 12" x 12" temporary covers. This will allow the structural engineer will review construction details of the building. He further explained that the organ is a like a house that's been added onto repeatedly. There is no documentation to explain how the load transfers from the roof to the undercroft. Now, settlement issues, weakening of the structural elements, and seismic activity earlier in 2008 caused problems. Field measurements are being taken to create engineering drawings.

NEW BUSINESS

Other Chapter Officer Appointments – By unanimous voice vote, a motion by Paula Harbage and seconded by Bill Cosper was approved to appoint the following officers: Gary Maus, Secretary; George Culver, Assistant Treasurer; Elsa Vaintzettel, Treasurer.

Window Sealing and Tuck pointing – The cost overrun on this project led to a discussion on lax attitudes the way we spend money and the need replace that attitude with "...pretend it's **your** money." Attitude that needs to change on our part (employees, volunteers, board members). This is a matter of control. We have systems in place, use them. The board members need to LEAD OPINION with the congregation.

The Chapter authorized the expenditure of \$14,789 to Bulley & Andrews for a masonry inspection of the Huron and Rush Street facades, subject to review and approval of the proposal by the Real Assets Commission. This motion by John Anderson, seconded by Paula Harbage, was approved unanimously. After the inspection is complete, we will have an idea of the requirements for tuck pointing, which will be addressed as a separate project.

Chapter clarified that these items are Capital Repairs (and not "normal" budget items): the \$1,291 cost overrun to the previously authorized expenditure for window sealing, the \$7,273 window sealing cost, and the \$14,789 masonry inspection. Motion by Duncan Moore, seconded by Paula Harbage, and passed unanimously.

Fire Department Inspection – One February 4, 2009, fire broke out in the ceiling of Holy Name Roman Catholic Cathedral and that facility is closed temporarily. This fire prompted an inspection of our Cathedral by the Fire Marshall. Among the deficiencies requiring remediation are:

1. Laminate evacuation signs in the undercroft
2. Clearly label fire extinguishers – now complete.
3. Guildhall – restore the floor surface that was removed to install the organ and clean up items that are stored here.

Auditor Selection – A motion to accept proposal cost of \$10,000 for annual audit by Desmond & Ahearn for an annual audit of the Cathedral's financial records was stated by Phil Debush, seconded by Mary Jo Barton, and approved unanimously.

St. James Cathedral – Chapter Meeting Minutes
February 10, 2009, 5:30PM
Chicago, IL

Everhard Bequest of \$75,000 – Joy Rogers noted this bequest, which is a restricted gift for choir, church music, and altar fund. Dean Rogers will submit a proposal for the use of these funds at a later date for Chapter approval.

Motion to adjourn by Frank Hicks and seconded by Joy Rogers passed unanimously.

Duly recorded and noted into the record.

Sincerely,

[Digital Signature – GJM]

Gary J. Maus
Chapter Secretary