

**St. Peter's Episcopal Cathedral
Chapter Meeting Minutes July 23, 2024**

Opening Prayer by Bishop Marty

Attending: Scott Leak, Sr. Warden; Sam Gilbert, Jr. Warden; Vicky Tiberi; Melinda Schell; Ray Paige; Manny Hoag; Janet Kirkland; Aubrey Curtis; Ron Gumbert; Bishop Marty; Cannon to the Ordinary Mikayla.

Minutes: *Motion to accept the minutes of the June 25th meeting as written was made by Hoag and seconded by Paige. The motion was carried unanimously.*

Reports:

Senior Warden:

The insurance company contacted Leak and he told them a contractor for the ceiling had been chosen.

He announced that Cindy was now a permanent administrative assistant.

The Mevro cameras are on their last legs. One needs to be constantly charged and another keeps shutting down at intervals. The cost of replacement for all 3 would be \$1000. It was debated whether we should upgrade them to a better system.

Gumbert asked if the online attendance was being recorded. His concern is that attendance numbers (both in person and virtual) need to be reported to the Diocese and the national Church. These numbers impact such things as numbers of representatives to the Convention. He has not seen the numbers for the parochial report since Elliot left. Curtis will try to find them from April onwards and then show Cindy how to capture them from now on. It was agreed the numbers would be recorded on Tuesdays for the previous Sunday services. Morning prayer numbers are being recorded by the leader each week, and the Bishop is recording the Tuesday Eucharist numbers. It is important to ensure that the numbers are being entered into the Cathedral attendance book.

Junior Warden:

Ceiling work is expected to start August 15th and hopefully be finished by August 30th. They have run into a couple of problems: nobody in Helena has 1 foot tiles and the tiles found in our basement are thicker than those in place and have a different pattern. The basement tiles will be used in between lights in Godly Play possibly with thinner glue. That still leaves the Administration room. The contractor suggested painting it and Gilbert suggested a hanging ceiling. It is still to be worked out.

He has received a bid on the ramp work but it includes several unknowns that still have to be ironed out. One major issue is to determine whether we have an asbestos issue. Work will not commence until after the Convention.

The ceiling fans in the Cathedral are now working, the switch needed replacing.

Treasurer:(see attached report)

The financial audit was done on June 14th.. Auditors will return on July 26th to ask the final questions.

He will compose a report next month showing how much it costs to run the church and how much a new Dean will cost. These will be useful for Stewardship Sunday as well as prepare for the Search effort to understand how much we can afford for a new priest. He will send out a letter to parishioners showing our costs and shortfall in income. This will go out before the stewardship letter.

Committee reports:

Search Committee:

The electronic survey has gone out and 39 responses have been returned as of last Sunday. The paper ones will go out Monday. Togendowagan surveys went out electronically and we now have a database of their contact information. The survey will close on August 7th.

Next they will be determining the listening session schedule and questions to promote the discussion

Communications:

Curtis proposed instead of communicating within the Chapter by email we use Google Chat or have a password protected Chapter site on the website. It was suggested we also put the church directory on the website for easy access.

We will be updating Power Church software next January from version 11 to version 15.

Stewardship:

Gilbert announced he needed help with the stewardship campaign. Tiberi and Paige offered their help. A letter from the treasurer will be sent out prior to the stewardship letter so parishioners understand the urgency of our financial situation.

The Bishop will ask Bradley Wirth from Big Fork to come and talk to the whole congregation. He has written a very successful plan for raising money in churches. The diocese is willing to

pay his travel expenses.

Worship:

Ray Brown did a great job of stepping into the service a week ago. He is also willing to fill in other morning worship Sundays if he is able.

It was decided in order to make the list of people needing prayers less lengthy, each name would only go on the list for 4 weeks. If they still need prayers somebody would have to resubmit the name again. Janet will talk to Cindy about putting something in the bulletin to this effect. It would then be Cindy's job to update the list weekly.

Christian Formation:

Sara Fox is arranging a few youth activities this summer. This weekend they will be having free lunch at the Memorial Park bandstand and then going to the water park.

Pastoral Care:

There will be a training for lay Eucharistic visitors tomorrow, which the Chapter members are encouraged to attend. There are now 4 teams of two people. Mikayla announced there would also be a Safe Church training offered during the Convention this year.

Bishop and Cannon to the Ordinary:

They outlined the minimum salary for a Dean which started at \$57,003, this includes salary and housing but does not include 18% pension, health insurance and car and phone expenses. Montana's median salary was \$68,199.

Our marketing strategy is to advertise we include family health insurance which will sometimes attract younger candidates.

The Bishop mentioned that the Chapter may offer Rectors interest free liens on a priest's mortgage which can serve as an additional incentive and allows them to have a larger down payment so that their mortgage payments are affordable. It acknowledges that Helena's housing prices are well above the affordable range for most clerg. This is paid back when the property is sold or the rector can pay it back if he/she wants to continue residing there after retirement.

We must remember to tell new hires that moving expenses that are reimbursed are now taxable. As an alternative, the new priest may choose to do a "self move".

The meeting was ended in prayer by Bishop Marty.

The next meeting will be on August 27th 2024

Respectfully submitted,
Vicky Tiberi, Clerk

Scott Leak, Senior Warden