

**St. Peter's Episcopal Cathedral
Chapter Meeting Minutes June 25th, 2024**

Opening Prayer by Janet Kirkland

Attending: Scott Leak, Sr. Warden; Sam Gilbert, Jr. Warden; Vicky Tiberi; Melinda Schell; Ray Paige; Manny Hoag; Nick Jaynes; Janet Kirkland; Ron Gumbert, Dan Carlson-Thompson.

Minutes: *Motion to accept the minutes as written was made by Hoag and seconded by Elliot. The motion was carried unanimously.* It was noted that minutes will now have documents attached that are discussed at the meetings.

Reports:

Capital Campaign Update:

Carlson-Thompson gave a report on the progress of the Capital Campaign.

The ramp project is coming along slowly. We have updated architectural plans and are expecting the new bid this week. It will be \$59,300 (see attached) due to extra bracing and cutting not covered in the old bid.

St Peter's Health sent us a check for \$5,000. Originally they wanted to partner us in upgrading our kitchen to a commercial one, but they can now go to Food Share's new kitchen. They want a plaque placed acknowledging their relationship with our church. We are exploring where we can obtain it. Patty Dean will work on the design.

Heart of Helena Art show 2025. Sponsors are being sought. The committee has put together sponsor levels if anyone knows contacts for businesses that might be interested please contact them. They are encouraging participation from people outside the church.

Several fundraisers are being planned for this fall: a money management seminar, a tour of the church, and a historic grant via the legislature.

The elevator was discussed and the option of installing a Lula elevator which is residential and not commercial, but which will have a shorter lifespan.

To date we have received \$306,000 in the Capital Campaign with around \$200,000 still to be collected. Other expenses apart from the elevator include parts of the roof, and installing solar panels. A cost benefit analysis needs to be done to see how long the savings in electrical use will take to offset the cost of the solar panels. Our current electrical use is about \$1400 a month.

Senior Warden:

The Senior Warden will be out of town from the 26th June until 2nd July.

He informed the Chapter that he was asking Cindy if she would like to become a permanent employee if there were no objections. None were offered.

We have five clergy, one deacon and 2 worship leaders who have agreed to provide pastoral care in emergencies. Janet picked up the burner phone today and will keep it while she works out the system. She has written a script to help people answering it.

A request was sent to the Chapter for reimbursement for the above services and for funerals. As funerals are paid by the family this is not a Chapter expense. *A motion was made to offer emergency pastoral care providers \$50 for each visit by Elliot, it was seconded by Tiberi. Eight people were in favor of the motion and one against it. The motion carried.*

Junior Warden

The Junior Warden managed to obtain 2 bids for the ceiling restoration work (see attached) after contacting 7 businesses. The glue globs holding the old tiles are hard to remove unless they are heated. He passed around 2 tiles that had been painted by each contractor to check paint color and quality. After discussion we decided the best course would be to install a dropped ceiling in the Chapter room, and to paint the ceilings in the Godly play and Sunday school rooms, and replace the tiles in the hallway and stairway. The bid for this came in at \$7292.45 (see attached). The insurance company gave us \$50,000 of which we have spent about \$15,000 on drying the carpets and walls. We will also need to hire a company to clean the carpets. *A motion was made to accept the higher bid from Bill's Maintenance by Elliot and seconded by Hoag. The motion was carried unanimously.*

The Junior Warden thanked Paige and his wife for donating paint and striping the parking lot. He also thanked the parish for their clean up efforts but said they identified other areas that will require more cleaning in the Fall.

Treasurer:(see attached report)

The financial audit was completed. They will return on July 26th to ask the final questions. They checked the Chapter minutes and any actions not authorized and accompanied by a bid are a strike against us.

The Cathedral house account is now over \$500,000 which means we drop down to a lower service charge.

This year's budget has a \$50,000 faith component that the treasurer does not think we will need.

Committee Reports:

Search Committee:

The three boards placed in the Undercroft for comments were well received and were summarized in 3 points which were posted in the bulletin. The committee is now working on putting the congregational survey together. It should go out electronically by the first of August with hard copies mailed to those unable to receive them electronically and Togendowagan.

The next step will be to create a parish profile and post it on the Office of Transitional Ministry. The actual search will only be posted for 2 weeks.

Kirkland went over the duties of the Chapter (see attached). Mikela will come to the next Chapter meeting to talk about compensation.

The committee is working on a page for the search committee on the website.

Pastoral Care:

We still have a couple of holes in our clergy for Sunday worship. The Lutheran Bishop will contact our Bishop to see if they can use some of their retired clergy.

It would be nice to have clergy attend one service a month at Touchmark if possible. Charlie and Lizzie will do the other monthly service.

Pastoral Care will take care of hospital visits and are thinking about starting to send flowers to hospitalized parishioners.

Worship:

Patty Dean is the lead person for music and choosing hymns. Our organist will be gone for a month and Patty will fill in with piano music.

Schell enquired whether we should be recording the number of people attending God and Grog and Wonderful Wednesdays. Nobody knew the answer but our Treasurer offered to look at the Parochial report to see what we are required to record.

A motion to adjourn was made by Tiberi and seconded by Kirkland. The motion carried unanimously.

The next meeting will be on June 25th.

The meeting was ended in prayer by Kirkland.

Respectfully submitted,

Vicky Tiberi, Clerk

Scott Leak, Senior Warden

