

**St. Peter's Episcopal Cathedral  
Chapter Meeting Minutes  
April 25, 2023**

Opening Prayer by Dean Scott Anderson

**Attending:** George Day, Sr. Warden; Sam Gilbert, Jr. Warden; Beth Demmons; Scott Hibbard; Janet Kirkland; Scott Leak; Ray Paige; Vicki Tiberi; Melinda Schell; Scott Anderson, Cathedral Dean; Kurt Fuehrer, Treasurer; Kerry Johnson, Clerk

**Excused:** Aubrey Curtis

**Minutes:** *Motion* was made by Hibbard, seconded by Leak, to approve the Minutes of the March 28, 2023 Chapter Meeting. The motion carried unanimously.

**Reports:**

Senior Warden: Day reported on the recent meeting with our property insurance carrier. For the current level of coverage, the premium would increase approximately \$2,000 for the next year. The Chapter discussed reducing the premium by increasing our deductible (currently at \$1,000). Several members expressed discomfort with raising the deductible to \$5,000; others thought our long-term savings would balance out the risk of the higher deductible.

*Motion* was made by Demmons, seconded by Leak, to purchase annual property insurance from the Church Insurance Agency Corporation in the amount of \$19,004, with a \$5,000 deductible. Paige, Demmons, Tiberi, Leak, Day and Anderson voted in favor; Schell, Hibbard and Kirkland voted against the motion. The motion carried.

The insurance representative suggested we look at a few changes to minimize potential risks or damage to the building, including leaving most of the interior doors in the church unlocked to prevent expensive repairs in the case of a break-in.

The Chapter discussed our compliance with Safe Church policies on training and with having at least two adults present when working with children. Leak will work with Anderson on a potential camera system within the facility to fulfill some of the Safe Church requirements.

Junior Warden: The repairs and painting of the Nave walls has been completed by Big Sky Finishes. Thanks to Sam Gilbert for the coordination of the project, which came in under the estimate. The total cost of the project is \$16,334, of which our insurance will cover \$15,334.

The front doors of the church need to be refinished; Gilbert will follow up on that project.

*Motion* was made by Gilbert, seconded by Day, to procure a contract to have the front doors refinished in an amount not to exceed \$2,500. The motion carried unanimously.

Kirkland reported that one of our outside signs is quite faded. Gilbert has done some clean-up and evaluation on a spruce tree near Wilson Hall; the tree appears to be sound. One of our lilac bushes has tipped over; we need to consider replacing that.

We are working with the YWCA to designate two spots within our parking lot to be used as convenient drop off/pick up location for their residents.

Treasurer's Report: Our income budget is currently 121% year-to-date; Fuehrer reminded Chapter members that pledge receipts typically fall some during the summer months. Even with RBC's transfer of \$41,000 into our Cathedral House account in March, our investment funds have increased. Fuehrer provided a copy of our unaudited Balance Sheet and told us how he reconciles our accounts with the records kept by our bookkeeper Rick Johnson. He transferred \$7,000 from the Columbarium Account into a CD.

Dean's Report: Anderson said that the employee contracts for Chas Elliott and Rick Johnson are "in the works".

Our Bishop Visitation is May 28, which is Pentecost. Anderson will be on vacation from May 10-24.

**Capital Campaign:**

The Capital Campaign funds (pledges, donations received and the Larison Estate donation) are at approximately \$804,000, including a cash-on-hand balance of \$250,000. Anderson reported that the architects are working on the best location/use of space for the elevator project. The May 5 Kick-off Event for the Capital Campaign has been cancelled.

**Committee Reports:**

Christian Education: Wonderful Wednesdays and God & Grog will continue through the summer. Tiberi suggested we offer a children's program alongside Wonderful Wednesdays.

Evangelism: Demmons continues to work on the development of the Grief share program which will kick off this fall.

Pastoral Care: Kirkland reported that we are re-establishing the Eucharistic Minister home visits, and she is working on a plan to match volunteers with parishioners who need transportation to/from church.

Respectfully submitted,

Kerry Johnson, Clerk