

**Trinity Cathedral
March Chapter Meeting
March 16, 2009
7:00 p.m.**

Attending: Scott Smith, Susan Dickinson, Skip Wrightson, Eddie Vance, Karyn Dustin, Connie Overington, Bob LaForce, Howard Snyder, Reverend Greg Powell, Joan Bennett, Bill Manley, Nancy Cummings, and Holly Ireland.

The meeting began at 7:00 PM. Opening Prayer was led by Susan Dickinson. Bob LaForce shared his spiritual autobiography.

Introduction of New Members. Howard distributed name placards and asked that members bring their placards to future meetings.

Accept Minutes of February 16, 2009 Meeting

A few typos were corrected, but no change in meaning or content. Susan moved, Scott seconded, and the motion carried to accept the minutes as written, with the correction of a few typos.

There is a correction to Skip Wrightson's email address on the 2009 Chapter List:
skipwrightson@hughes.net

Accept Treasurer's Report for February 2009

Katie Murphy presented as the outgoing Treasurer. Nancy Cummings and Katie Murphy are working to transition the financial records. Katie Murphy reiterated her perspective that the Treasurer should definitely be a member of the Chapter. She explained the role of Treasurer and the financial implication of many of the Chapter's decision would be best made including the Treasurer in the discernment process. Nancy will be reporting as Treasurer in March.

The bank account balances through February were reviewed. Approximately half of the future revenues were transferred to the checking account in February. The Putnam Fund experienced a small gain. PNC Advisors account has continued to decrease. The February and Year-to-Date Profit and Loss Statement were reviewed. There has been no activity yet in Fund Raising, the projected income was annualized and will likely level with budget in future months. Under Administrative Expenses, the computer line item reflects the purchase of the laptop; the supplies were purchased in a large order. Both will level out as well.

Katie reported that the cost of the new choir robes was covered by the revenues from the sale of the Harp and a credit from the oil company. Also, effort is being made to track gifts to the Food Pantry separately to accurately capture the income/expenses.

Dean's Report and Action Items

Father Greg will report the attendance for both services at the Chapter meetings. He shared the attendance for the recent Sundays he has been here.

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Father Greg will report the attendance for both services at the Chapter meetings. He shared the attendance for the recent Sundays he has been here.

He will also report all Pastoral Care activities. He recently visited Barbara Bratten, and called Elaine Gowe. If others in need of Pastoral Care are known, please advise Greg of this.

The Chapter reviewed the two documents sent out by Howard at Greg's request prior to the meeting: Pastor as New Comer and Leaven - Getting Real About Leadership. There was discussion about the crucial first 18 months of Greg's presence with us, and the relationship built during this time will set the tone for his tenure here.

The Installation date is Sunday, May 17th. The celebration will be held 4:00 pm. Greg has invited Bob Geper to preach, and is awaiting a response.

Greg will be taking a week of vacation May 24 - 30, and a week of continuing education July 13 -19.

Greg discussed his approach to his leadership role as coach. He spoke of his hope to break bread with us in our homes. He shared an influential quote, "Anyone who changed my life did so from 3 feet away."

Greg proposed the Chapter consider the Myers Briggs Personality Inventory. He reported that someone in the diocese is trained to administer. Cost is \$20.00 per person for materials and scoring. There was various level of knowledge and experience of the Myers Briggs Personality Inventory. Nancy Cummings suggested something with more empirical support be utilized. Chapter members were encouraged to investigate the tool and the discussion will be continued at the next chapter meeting.

Greg inquired if the 2008 parochial report was filed, and was informed it was not.

Chapter Retreat - 3/28/09

The retreat has been scheduled for March 28, 2009. The food list was reviewed, and those who had not yet signed up, did so. Nancy Cummings and Joan Bennett will not be able to attend.

There was discussion of the preliminary agenda sent by Howard. Members were encouraged to arrive 15 minutes early to set up for the meal. There will be time limits for personal sharing portion of the agenda. Howard will be meeting with Anne Williams of the New Haven Friends Meeting House on 3/23 to confirm the use of the facility for the retreat.

Dean's Installation

May 17th 2009. The date is set and planning has begun. Invitations will go out to all the parishes, all past Dean's and Clergy, and hopefully the current Clergy from all surrounding community houses' of worship.

Action Items: Susan Dickinson will follow up with the Louise and the Hospitality Committee regarding planning for the reception.

Committee Reports and Organization

It was decided to have a Chapter Liaison to each committee. The Liaison will report to the

Chapter the activities of the committee. They are not required to attend the committee meetings, but will need to keep abreast of the committee activities through contact with the committee chair(s). The Chair of the Committee may also be asked to report to the Chapter. The Chapter Liaisons are as follows:

Building & Grounds/Garden Guild	Skip Wrightson
Worship/Alter Guild	Greg Powell
Youth Spiritual Formation	Holly Ireland
William Hill Manor	Eddie Vance
Welcome	Nancy Cummings
Finance	Bill Manley
Hospitality	Susan Dickinson
Outreach	Karyn Dustin

The following Committees are in need of a liaison:

Stewardship (needs chair and membership)

Fundraising (needs chair and membership)

Cathedral Life

HR/Personnel

HR/Personnel Committee

Howard inquired if everyone had a chance to review of the Job Descriptions submitted by committee. Not all members had received them via email. It was agree to table the discussion until the next meeting.

Action Item: All Chapter members will review the job descriptions for the next meeting.

Other Business

By-law revisions voted upon in the Chapter meeting in 2006. Not yet approved by Constitution and Canons

The Chapter entered into executive session to discuss a personnel matter.

Volunteers for the activities of the next meeting, Monday April 20, 2009 are as follows:

Opening Prayer – Eddie Vance

Spiritual Autobiography – Joan Bennett

Closing Prayer – Eddie Vance

Closing Prayer was led Greg Powell.

Meeting was adjourned at 9:30 PM

Respectfully submitted,

Holly Ireland, Registrar