

**Trinity Cathedral  
Chapter Meeting  
May 18, 2009  
7:00 p.m.**

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

The meeting began at 7:05 PM. Opening Prayer was led by Susan Dickinson. Nancy Cummings shared her spiritual autobiography.

**Accept Minutes of April 20, 2009 Meeting**

Susan moved, Scott seconded, and the motion carried to accept the minutes as written, with a few minor grammatical edits.

**Accept Treasurer's Report for April 2009**

There has been no invasion of the trust fund in April or year-to-date. Both the Putnam Fund and the PNC Advisors experienced gain in April. The April Talbot Bank Checking Operating Account details were unavailable prior to the meeting. This information will be emailed. The Putnam Fund transfer is scheduled to occur in May. The mileage reimbursement to Rev. Powell authorized at the April meeting is reflected under Clergy Professional Expenses (under #402) and the reimbursement of presenters at the *For The Bible Tells Me So* is reflected in line 405 Outreach. Line item 410 Building and Grounds, Insurance – Property and Liability reflects a semi-annual payment which is accurately annualized and will balance as the year progresses.

Year-to-date income is on target. Staff salaries are under budget, mainly due to the vacancy of the parish secretary. Under section 409 Administration, the line item for computer is over budget due to reimbursement for the cost of Rev. Powell's new computer, and for supplies as payment of the visa bill was made. These both are projected to balance over the year. In total, year-to-date income exceeds expense by ~1500.00. *Treasurer's Report accepted unanimously by vote of Chapter.*

**Finance Committee Scope Update**

Howard Snyder and Bill Manley offered a summary of a meeting held May 4, 2009 re: Scope of the Finance Committee. Chapter members are requested to review the materials and provide feedback via email to Howard and Bill before the next Finance Committee meeting, request by June 8, 2009.

**Status of Amended By-Law**

See the attached Time line for Revised By-Laws of Trinity Cathedral distributed at the Chapter meeting. Copies of the June 12, 2007 letter from David Bryan to Rev. Ann Broomell, the proposed by-laws for Trinity Cathedral and the current By-Laws as of April 2002 were distributed for review (also attached). Chapter members were as to review the materials in preparation for discussion at the next meeting.

### **Dean's Report and Action Items**

**National and Local Trends in the Church Statistics:** Copies of the 2008 Parochial Report were distributed, as were Episcopal Domestic Fast Facts 2007, Statistical Totals for the Episcopal Church, and Participation & Giving Trends for Trinity Cathedral and Christ Church Easton. There was discussion about "the story behind the curve." The purpose was to help the Chapter, and ultimately the parish, view the decrease in active parish membership through the lense of the larger trends. Trinity Cathedral is actually in line with an overall decrease in active membership There are across the nation within the Episcopal faith.

**Pastoral Care:** visited Bill Trumbore who recently had back surgery and Marsh Boncella who was recently hospitalized.

**Worship #s:** April 19: 25/58/85; April 26: 30/55/85; May 3: 23/58/81; May 10 32/67/99 (Mother's Day); May 17: 14/58/72 + ~195 at Dean's Installation.

**Rich's Vacation:** Away this coming Sunday.

**Greg's Vacation Schedule:** 2009 Vacation Schedule attached. Away this coming Sunday, Heather Cook will officiate. Greg will confirm if Heather is reimbursed as supply clergy or not. Greg distributed his Preaching Schedule through the end of August, and his leave schedule for 2009. six Wednesdays and five Sundays that will require supply clergy. There is an abundance of resources: Bill Chilton, Mary Garner, Heather Cook, Bishop Shand, and others.

**Parish Secretary:** Kathleen is settling in well and making progress acclimating to her duties as well as to the culture of Trinity. She has managed all challenges well. She is appreciated and welcomed with gratitude.

**Worship Team:** Comprised of Susan Dickinson, Susan Moore, Heather Cook, & Rich Strattan. The group is still discerning the meaning of spirit-filled worship, striving for a spirit-filled blog, and is lining up visits to other parishes and places of worship for inspiration. For example, recently at Kent Island they had Liturgical Dance which significantly involved the parish teens. The group is open to all ideas and feedback.

**Communications Team:** The group has held ~7 meetings thus far. **Thank you to Walt Johnson for accepting responsibility for web-master.** The team will host a lite luncheon on June 7<sup>th</sup> to gather input from parishioners for the website development.

**Installation Service last night:** Greg and Chapter members share reflections of their experiences. There were significant expressions of hope for the future. Bishop Geper's reminder of Trinity's rich history of serving disenfranchised children in our community was timely as we discern our youth programming. The support from throughout the Diocese was fortifying.

**Funeral Policy:** With Greg's impending vacation, he proposed the establishment of a Funeral Policy in event there is a death while he is gone. It was agreed that he would be notified, and if an early return was required, Trinity would incur any cost associated with his early return (i.e. change in air travel, etc.). *It was accepted unanimously by vote of Chapter.*

**Safety Deposit Box:** There is a safety deposit box at the Talbot Bank, Tred Avon Square location. *The chapter unanimously agreed that Fr. Powell hold one key and that either of the Warden's hold the other key.*

**Offertory Monies:** The Installation Service garnered \$1928.50, which will be split between the Dean's Discretionary Fund and the Music Ministry after first buying a new amp for the worship space.

#### **Chapter Gift Contributions for Greg and Family**

Greg expressed appreciation to the Chapter and the congregation for their generous and thoughtful gifts at the reception following the Installation Service. Contributions are still be accepted by Connie Overington.

#### **Trinity Committee Reports and Liaison List**

This discussion was tabled until the June 2009 meeting in the interest of time.

#### **Chapter Member on Duty**

There was some discussion about continuing this activity, its purpose and its impact. There was a motion to continue the Chapter Member on Duty schedule. *It was accepted unanimously by vote of Chapter.* A new schedule will be developed at the June meeting.

#### **Other Business**

Next meeting is June 15, 2009 @ 7:00 PM. Volunteers for the activities of the next meeting are as follows:

Opening Prayer – Bob LaForce

Spiritual Autobiography – Howard Snyder

Closing Prayer – Bob LaForce

**Closing Prayer** was led by Susan Dickinson.

Meeting was adjourned at ~9:30 PM

Respectfully submitted,

Holly Ireland, Registrar