



# The Cathedral of Saint Andrew

Queen Emma Square, Honolulu, Hawaii 96813-2304  
Telephone: (808) 524-2822 • Facsimile: (808) 537-4177  
email: standrewc001@hawaii.rr.com  
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## CHAPTER MEETING January 5, 2010

### CALL TO ORDER- 5:15 PM

CHAPTER MEMBERS IN ATTENDANCE: Susan Hays (Senior Warden), John Condrey (Junior Warden), Patricia Newlin (Clerk), Paulette Puaa Moore, Christine O'Brien, Brother Jack Isbell, OFC, Leimalama Lee Loy, Paul Reeser, The Reverend Bob Walden, Eddie Aguillana, Theone Vredenburg, Ruth Merz, Linda BeauregardAxelson, Ed Casebier (by phone)

STAFF: The Very Reverend Tim Sexton (Provost), Moki Hino (Canon-Pastor), John Renke (Canon Precentor)

APOLOGIES: The Right Reverend Robert L. Fitzpatrick (Bishop and Dean), The Reverend Tony Litwinski, and The Rev. Richard Shields

OTHER ATTENDEES: Bob Moore, Arnold Carson, Frank O'Brien and Karen Sender, Max Sender

OPENING PRAYER & REFLECTION: The Very Reverend Tim Sexton

TOPIC: Housing allowances (2 attachments)

Housing allowance proposals for 2010 for Fr. Sexton and Fr. Hino were reviewed as mandated annually; Chapter moved that both proposals would be accepted. The motion was seconded and both of the housing allowances were accepted as written.

TOPIC: Review of Final Proposed 2010 Budget (attached)

Summary of changes.

\$10,000 increase in pledge income; as of this date the total is \$258,252.

Budget summary slides: This budget is a planning document, but in terms of plans, it is relatively conservative with income planning and expenses, and now reflects a status of \$10,000 ahead. Parish income \$255,000 reflected.

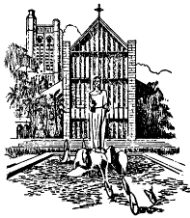
Stewardship — decreased from \$7200 to \$6000

Worship — choral scholar grant source TBD (working on this grant), \$15000, and choral scholar grant from facilities \$20,000 (this is what chapter is authorizing, if the outside choral scholar grant does not materialize, Canon Renke will have to either cut the choral scholars or ask for more funding)

Discussion: - To reach the goal of the parish budget matching the parish income, can Chapter state in the budget or make a resolution that the \$20,000 grant for Choral Scholars is for only one year and will not be repeated next year? This will move forward so that we are not relying on the parking/wedding income. Decision: No, this is a one year budget; will be revisited again next year.

Adult education budgeted at \$2K last year — original proposed budget amount was \$23,000; now at \$12K. Increase is minimal. \$8500 commitment to Sunday School.

Discussion — are there any restricted funds for education? Tech endowment is provided for in the budgeting process — not shown as yet. It is part of our income stream already.



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Service — Outreach .7 of 1%; seminar education 4%, the number has floated up to this point as income numbers have fluctuated. Request from outreach for \$3K for IHS, which was included in the \$30K; from those dollars we propose funding Campus Ministry at \$8500. In total this would bring \$17K to St. Peters. This shows that we are supporting St. Peters. This also opens up opportunities for people in this parish to work with older/college aged students. This still leaves \$7K in the unallocated outreach monies for us to access/use throughout the year. General outreach expense includes the Celtic Program.  
Recommendation: We need to task a liaison to work with Mike Woods to have a presence with them.

Choral Scholars: The assumption is for \$15,000 in funding from external sources for Choral Scholars — we are authorizing the search for funding.

Pledges are \$10,000 above original projection (A correction of difference, for the record, is \$12,889.32).

Stewardship is reduced from \$7200 to \$6000.

\$8500 outreach allocation for Campus Ministry : Recommendation: YES

Discussion: St. Peter's education partnership (\$8500) Note that the issue is not whether or not we partner with St. Peter's; for clarification, it is the amount of the funds donation.

Discussion: Donation would be a monthly distribution. Can a designation be made that a portion of an end of year surplus would go to St. Peter's? This may be a consideration of the Chapter as appropriate during the year.

HTY income stream: Last year HTY was part of our income stream and fell behind. Are we concerned as to whether or not they will catch up or fall behind again? The agreement with HTY came together late in the summer; it is now in place and it is expected that the proposed income stream from HTY will not be an issue.

Reenactment income - \$800,000 last year's contract; what is our sense of that income stream for 2010? \$800,000 is the expected income stream for 2010; about \$140K is in transit to clear 2009 contractual obligation. Recommendation: YES

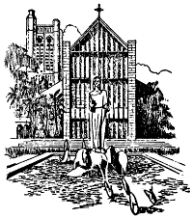
Hawaiian Committee - The Hawaiian Committee has decided that they do not want to pursue any further discussion regarding the Gospel Stand; a \$1000 reduction should now be reflected in the Hawaiian Committee budget (should now be \$3660.00).

A motion was made to adopt the 2010 Budget.

Discussion: Clarification of \$8500 — for the purpose of the ministry of the St. Peter's campus as approved by the Diocese. This is a growing ministry that we're going to want to know more about; we are expecting a monthly report which will provide insight as to what is covered.

Discussion: Is the \$8500 going to be enough? St. Peter's is reviewing; we will be in discussion with them. Once we get past Annual Meetings for both parishes, we can invite clergy to present to the Cathedral.

Discussion: The personnel budget (not reduced from 2009 budget due to pension dollars for one staff, and severance pay for one other staff member are not included in this year's budget, which reflects an increase that amounts to no difference between the two years' personnel funds) described in the 2010 budget are the ones for which we are approving the funding (not necessarily their functions). The Bishop sent out new position descriptions to several of the staff; as Dean he makes decisions on personnel changes. Chapter does not make decisions on staff; only makes decisions about the money.



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Call for vote to adopt the 2010 Budget was made and 2010 Budget was approved by Chapter as presented, including the updated pledge amount, albeit with two Chapter members having voted nay

## ROUND TABLE QUESTIONS:

Windows to our Future: Donation was presented to Provost for Windows to our Future from Ed Casebier's mother, in Ed's name; Ed challenged Chapter members to follow suit.

January 12, 2010 special meeting: review agenda for Annual Meeting. Reports must be submitted to Erin in the office by the 15th January.

Chapter candidates: Commitment includes being available for retreat February 12<sup>th</sup> and 13<sup>th</sup>, and making a commitment to contributing to the Capital Campaign. Known candidates for the 5 open positions are: Bill Pearman, Linda Tam, Paulette Moore, Melvin Kawashima, Max Sender and Linda Beauregard-Axelson. A brief questionnaire (attached) will be provided to each candidate to complete for publication on the bulletin boards. E-news goes out this week and the article Ed Casebier wrote about becoming a Chapter member will be included.

Delegates to the Convention The Cathedral elects 9 delegates and 2 alternates Chapter members should enlist parishioners as Convention delegates. Volunteers as Convention delegates are: Pat Newlin, Karen Sender, Jack Isbell, Paulette Moore, and Arnold Carson. The Bishop plans on a one day of training and one day of business meeting for the delegates, prior to the Convention.

Chapter meetings recurrence pattern— Will the Chapter meetings recurrence pattern return to once a month? This is a topic for further discussion at next meeting.

January 16, 2010 meeting— Given the additional special meetings in January to address 2010 Budget and Annual Meeting preparation, will Chapter convene on January 16th? This topic will be discussed at next meeting on the 12 January.

Annual meeting: Are any other elections other than Chapter Candidates or Delegates to Convention be on the agenda? Answer: No.

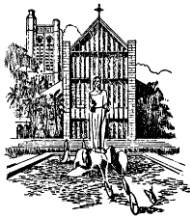
## ANNOUNCEMENTS:

A January 11, 2010 announcement will be made public that Fr. Sexton will be one of the finalists for the position of Bishop of Alaska Diocese.

Finance Committee: Devin Alford will not be Finance Committee Chair as of the Annual Meeting; chair will be filled by appointment after the Annual Meeting.

Buildings and Grounds Committee: Frank O'Brien will not be Buildings and Grounds Committee Chair as in 2010.

ADJOURNED: 6:20 P.M



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NEXT MEETING: Tuesday, January 12, 2010 5:00 p.m.

Respectfully submitted,

Linda Beauregard-Axelson, Recording Secretary

/s/

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Patricia Newlin, Clerk

*(Signed Master Copy of the minutes is on file in the Cathedral office.)*

#### Attachments:

1. Housing Allowance for 2010— The Very Rev. Timothy W. Sexton
2. Housing Allowance for 2010— The Rev. Moki Hino
3. 2010 Final Budget Proposal
4. Chapter Candidates Questionnaire