

Minutes
Meeting of the Cathedral Chapter
January 22, 2018
5:30 PM
Cathedral Manger

Opening Prayer

Father Hino opened the meeting with prayer at 5:30PM.in the Manger.

Attendees

The Rev. Cn. Moki Hino; Canon Administrator, Priest in Charge
Roth Puahala, Senior Warden
Dixie Kaetsu, Treasurer
Melvia Kawashima, Clerk, Member
Elizabeth Conklin, Member
Barbara Service, Mem
John Decker, Diocesan Member
Justin Salisbury, Member
George Hilty, Member
Anne Murphy, Member
Keanu Young, Member
Phyllis Miller, Diocesan Member
Ed Lapsley, Member

Excused

The Right Rev. Robert L. Fitzpatrick, Bishop
Preston Jones, Member
The Rev. Heather Patton-Graham, Diocesan Member

Draft Summary Minutes

- I. The Rev. Cn. Moki Hino **called the Chapter Meeting to order** at 5:30 pm in the Manger. He summarized the brief agenda.
- II. **Quorum** (8 persons) was established.
- III. **Minutes, December 18, 2018 Meeting were unanimously approved as amended (edited dates and excess verbiage).**
- IV. **Standing Reports:**
 - a. **Canon Administrator's Report:**
 - i. Fr. Moki announced the resignation of Junior Warden Warren Wright due to pressing work and school related demands. Elizabeth Conklin was asked to stand for Junior Warden to fill the remaining year of Warren's term.

- ii. **The Nominating committee's (Fr Moki, Ed Lapsley, Melvia Kawashima & Dixie Kaetsu) slate for new Chapter members (3) Ed Lapsley, Leilani Kahoano, Matt Brown; Jr. Warden (1) Elizabeth Conklin; October 2019 Diocese Convention delegates (6) Anne Murphy, Matt Brown, Elizabeth Conklin, Justin Salisbury, Keanu Young, Preston Jones, Ed Lapsley a alternate, were accepted.** Nominations from the floor will be available. The report was accepted unanimously. Fr Moki expressed mahalos to outgoing Chapter Members: Melvia, Ed and Elizabeth.

iii. Chapter Retreat for all members will be held **on Saturday Feb. 9th at Capitol Place** across from the cathedral. A Planning Comm. comprised of Anne Murphy, Rev. Heather, Elizabeth Conklin, Roth Puahala, & Dixie Kaetsu met to decide scope and logistics. Please RSVP to Fr Moki for a lunch head count.

iv. Bldgs and Grounds – Cathedral Electrical work and sound system installation are underway. Facilities manager Bryan Sugihara's has shifted work schedule to ensure Sunday coverage.

- b. **Treasurer's Report – Dixie Kaetsu reported on several items. Stewardship 2019** is comparable to 2018's pledges at \$250,500, but numbers of pledging units are less. Anne Murphy & Dixie Kaetsu recently attended a Diocese sponsored Stewardship training event. They learned that some churches have narrative budgets rather than hard numbers, which they felt was not appropriate as a method of communication to the congregation. **Revenues and pledge & parking revenue income are above expectations. A 2018 preliminary \$250,000 surplus of income over expenses is expected.** Fr. Moki asked approval to use the **Caritas social justice fund and the Peggy Kai fund** to support refreshments and video transmission for **Presiding Bishop Curry's worship service** in March . After questions and discussion of the funds' use for **anticipated expenses**, despite logistics details not yet determined, Chapter voted unanimously to use those funds based on expected 400 attendees for worship service, and needed equipment and labor for video streaming services to adjacent churches, St. Paul's and St. Peter's. Dixie is researching feasibility of **matching grant opportunity** through non-profit National Fund for Sacred Places. Matching gifts are required for award amounts usually \$100-\$200K. **2019 Audit** will start earlier to better meet Diocese deadline. Dixie moved that the Finance Committee (Elizabeth Conklin, Roth Puahala, John Decker & self) serve as an Audit Committee to help oversee the external auditors' functions. M/S/C ;G.Hilty; E. Conklin.

V. **Program Reports:**

- a. **Worship Services (3) for Ash Wed** are set; 7 am, 11am, 5:30 pm on March 6th. Attendance at Christmas services was 957 worshippers; Melvia asked that in preparation for Presiding Bishop Curry's worship service, the Sunday Gospel Reflection

group is studying the book of Matthew in lieu of its regular program and would appreciate consistent clergy and bulletin communications to promote this redirected effort.

- b. **Outreach** update: Barbara Service will resume **Sunday Sandwich ministry** for Lent. 150 sandwiches were distributed over Advent. Hygiene bags continue until the current inventory of “Meals Ready to Eat” are spent. Fr Moki is looking for a cathedral lay member to serve on the **Keola Hoonanea**, an affordable housing for elderly, board. Please forward names to him.

- c. **Adult Formation** – George Hilty and Melvia Kawashima asked Fr Moki about promoting **a Lenten study series from Society of John the Evangelist (ssje.com)**; week nights were suggested as an addition to Sunday and Wednesday on going Bible studies. It may be simple as web page postings and/or evening meals. All to be determined. Support from clergy and admin communications are requested. Fr Keleawe’s **Inquirer Sessions** are underway.

VI. **Announcements:**

- a. **Sunday Feb 3rd Evensong 5:30 pm** will be held.
- b. **Fr Moki’s travel dates:** Jan 29-Feb 7th (personal); Feb 13-28 (Interim Ministry Training); May 27-June 1st (Preaching Seminar Mentor, Richmond, VA)

VII. **Next Meetings:**

- a. Annual Meeting, Sunday January 27, 2019
- b. Chapter Retreat, Saturday February 9, 2019
- c. Chapter Meeting, Tuesday Feb. 26, 2019

VIII. **Adjournment** at 6:35 pm

Fr. Moki adjourned with closing prayer.

/S/ Melvia Kawashima, Chapter Clerk