

The Vestry of Saint James' Episcopal Church
Minutes
August 11, 2011

The meeting was called to order at 7pm. In attendance were Greg Scheuffele, Andy MacRae, Donald Razzolini, Laura Winter, Brad Hoffman, Gary Gearheart, Stephen Ferro, Mary Casas, Lori Walton+ and Jan Brandt. Janet Fischer arrived later. Dean Valentine, Valle Brokes, Elizabeth Hart and Marlene Benedict, were absent.

Lori pointed out the four new Eucharistic Ministry boxes handmade by John Kimber.

The Opening Prayer was given by Laura.

The minutes of the July vestry meeting were approved without comment or correction by unanimous vote after a motion for approval was made by Gary and seconded by Stephen.

Jan presented the financial report. Operating fund pledges are ahead while building fund pledges are behind. Overall operating income is ahead. Spending as of the end of July is less than budgeted for the third year in a row. We've moved from using the State Compensation Fund to the Church Pension Fund. As the two funds use different schedules this will result in some variances with previous years. In response to questions from the congregation, Jan reiterated that interest generated by special funds is posted to those funds. Average Sunday attendance figures need comparing with previous those of previous years. Jan will be away from August 28th to September 6th. Joan Roberts will issue checks as needed during Jan's absence.

Calendar Updates – Brad noted that the Sunrise Village (homeless shelter) dinner teams are not on the calendar. Laura reminded everyone that the work party for August has been cancelled. Andy noted that September 25th will be Vestry Cluster Day (explained later in the meeting.) Jan reminded everyone that the annual HERS walk / run for breast cancer is on Saturday, September 24th at Quarry Lakes. Lori confirmed that Brad and Gary are covering the Morning Prayer sessions while she is on vacation. Lori announced that the Church Budget Meeting will take place on Sunday, January 15th, 2012 and the Annual Meeting will be the following Sunday, the 22nd.

Lori led a discussion regarding Best Practices on Saying Thank You, making the point that a general thank you instead of trying to list everyone is safer, and we need to remember that from time to time mistakes will be made and people left out.

A special mention of the work performed by Art Gallardo during the week of Vacation Bible School was made by Lori. Art went above and beyond his duty in working around the hustle and bustle of that week and came in on Saturday to ensure the church was ready for Sunday services. Lori will write a letter of appreciation for Art with a copy going into his personnel folder.

Laura reported no change in the status of the Matson Storage Container project.

Andy presented information about Vestry Cluster Day, taking place in the Parish Hall between the services on September 25th. This is part of the Faith Formation efforts and is an opportunity for the various clusters to let the congregation know what they do and recruit new members. Vestry members are responsible for ensuring each cluster is represented.

Stephen reported there have been many responses to the Nursery Care ad posted on Craig's List. Interviews will be scheduled beginning the week of August 15th with a planned start date of September 11th though that could slip if needed with members of the congregation filling in on the 11th. Lori said Sunday School teachers will be reminded not to let students into the nursery when classes are over. The nursery itself is almost ready though there is some debate over the color of the walls. Some say they are periwinkle blue while others insist they are baby blue.

Lori reported that the search for a music director and organist has taken the following progression: 4 candidates were interviewed by telephone, 3 were chosen to try out, 2 have done so already and there is 1 (actually a married couple) to go. She expects to make a final decision on Thursday, August 18th with the new hire starting on Wednesday, September the 7th with their first Sunday being on September 11th. Jan asked how many hours per week they will work. Lori replied between 15 and 19. Jan asked if they will handle the music licensing issues. Lori replied yes.

Two brief discussions followed of subjects not on the agenda. First, Lori reported that a team of volunteers from the congregation are working in the office on Friday mornings to offload from Aimee such tasks as folding the bulletins for the Sunday service. Second, Lori noted that congregation members (including those on the vestry) need to ensure meetings are scheduled through the church office.

Lori presented a proposal by Brian Cochran to conduct a **Contemplative Healing Series at Saint James' on three consecutive Saturdays in October. Attendance will be limited to twelve participants. Brian will charge those attending. All money will be collected by Brian and will not be part of the church's income. Lori stated she is comfortable with the proposal as it will deepen our prayer life and deepen spirituality in our community. The consensus of the vestry is in support of this project. Laura asked about the work party scheduled for the third Saturday of October. Lori will discuss this with Brian.**

Cluster Reports

Parish Life: As submitted and revised. Lori noted that it is important that Parish Life events be planned with consideration for involving the youth and children's participation. Family Fun Nights should be a goal of Parish Life.

Christian Formation: As submitted. Lori provided some updates from Vacation Bible School. One family who used to attend St. James' came to VBS and may begin attending

again. The grandparents of a small boy may begin attending again as well. Lori noted that we didn't use a VBS In-A-Box kit but rather Jan Scrutton made use of the materials we have resulting in an organic, from the ground up program.

Facilities: As submitted. Laura will be on vacation from the 17th to the 30th of September. Al Casas will be the contact person during that time. She also reported that the Memorial Garden will need the services of a professional tree trimmer at an estimated cost of between \$1400 and \$1500. Brad will contact the trimming service who provided the quote to ensure it will hold until our next vestry meeting when a vote to expend the funds can be taken.

Congregational Care and Social Ministries: As submitted. Brad noted there are three additional outreach programs requiring discussion. Lori led the discussion. 1.) Food for the Poor is looking for funds. The consensus of the vestry is that we cannot afford to contribute at this time. Gary will contact them and let them know. 3.) Shoes for Sunrise Village. Brad explained that they are also looking for clothes and school supplies. Lori opined that it's late in the season to go to our congregation to ask for this. Jan and Mary wondered if the Shoes Program is usually in the winter or fall. The consensus was that Brad will write something for the weekly email letting the congregation know what is needed at Sunrise Village and asking that such items be dropped off at that center. 2.) There is a request to donate \$1000 to the only School of Music in Haiti. There will be a series of concerts in the bay area over a weekend and they are looking for sponsors. The feeling of the vestry is that we cannot make that donation but that we will let our congregation and community know about the concerts and encourage attendance. Gary and Greg will write an article for the Window. Finally, there is a proposal in its very early stages for the creation of a ministry for families with members in the military. More regarding that will be forthcoming at a later date.

Lead Team: As submitted.

Communications and Evangelism: As submitted.

Rector's Report: As submitted. Lori highlighted the work of the Welcoming Committee and used the word, "intentionality" thereby winning the Word of the Meeting award. She also noted that Sunday School is coming along well, but that we need to grow the pool of parishioners involved so as to avoid burnout. A registration is being mailed to parents and they are being informed they are expected to spend two Sundays in the classroom during the school year. We are looking for a Sunday School Superintendent. Lori will be taking her last week of vacation during Thanksgiving Week. Brad will lead a prayer session on Thanksgiving morning in lieu of a communion service. Finally, there will be a special litany on September 11th in place of the Prayers for the People.

Acceptance of reports (motion required) Motion made by Brad, seconded by Donald, passed unanimously.

The meeting adjourned at 8:53pm.

A service of Compline, led by Laura ended the evening.

Cluster Reports and other Items

August 11, 2011

Congregational Care and Social Ministries report for July 2011

Per a request we are including some basic CC & SM information to be followed by 3 requests for possible additional outreach ministry opportunities.

As reported each year in our Annual report and in our next year goals the Community of St. James Episcopal church is very strong and involved on a day to day basis in outreach to our community. We are lucky that much of this outreach is self reliant and self funded though at times we are called on as a community to help financially and / or physically. This outreach is both in-house and in partnership with other organizations, especially Abode services.

This outreach includes the following:

AEMCH (An Episcopal Ministry for Convalescent Hospital)	Abode Services Home Warming - Rehousing Program
ABODE Services	Millennium Development Goals
ABODE Services - Sunrise Village	Walk-a-Rock-a-thon
Comforters Guild / Prayer Shawls	UTO
Food Pantry	Centerville Free Dining Room
Hillside Care Center	Payless Shoe Drive

As a Parish we also work outreach in several actions and fund raisers we participate in and support. These include (active outreach actions):

- McCutcheon Concert – Normal held on the Third Monday of January
- Ducks for Bucks – Normally held the last Saturday in April
- Walk-a-Rock-a-thon – Normally held the second Saturday

- Las Posadas Dinner @5pm – Normally held on the first Sunday in December
- Vacation Bible School – Held for the first time this year – In July
- The Corazon trip is a deanery-wide project to build a house in Mexico. This year it is scheduled for June 24-26, 2011.

We also have the following groups meet at our location (passive outreach):

- Narcotics Anonymous
- Overeaters Anonymous
- Rancho Coronado

Taking all this information in account we have 3 new requests for Ministry consideration.

First:

We are reporting about first continuation of a current approved ministry and a request for possible expansion of this ministry.

Part one:

Cathy Knott's has again kindly volunteered again to help lead the project for getting donations of money for gift cards and gift cards to purchase shoes for the Children @ the Brown Road Shelter. A note will be going out in the weekly email and in the Sunday bulletin's.

Part two is a request from our Partners at ABODE services sent in their Monthly News Letter as- contained in the August 'Wish List column':

School will be starting soon for many of the children in our programs - help with school supplies and snacks is much appreciated!

- Backpacks and school supplies
- Juice boxes for bag lunches
- Cereal
- Snack foods

WE are requesting a discussion if we want to as a church to put out a call for School supplies in addition to the shoes program we do each year or to just stay with the shoe program

Second:

**From Richard Schaper – Music for Haiti
Sponsor a Start-Up for Haiti!**

Rebuilding Haiti's only school of music begins by hosting Les Petits Chanteurs—as our diocese will do for 7 concerts September 30 - October 3. Holy Trinity Music School was crushed in the earthquake that took down the Episcopal cathedral. Will you consider being a Sponsor of this 7-venue, relationship-building concert tour? Each Sponsor will donate \$1,000, be listed in every concert program, and be invited to a reception with the Music Director. Thirty sponsors are needed and we would like each parish to be well represented! For more information, please contact The Rev. Richard Schaper at (415) 869-7812 or Richards@diocal.org. Thank you from the young musicians of Haiti!

Third:

From Noelle Gore from Food for the Poor

Noelle Gore from Food for the Poor has been persistent in calling on us. The research Gary has completed on this shows that what they are requesting is money; they have the following avenues for this:

- **General Donation - A donation to our general fund goes to where the greatest need is at the moment.**
- **Monthly Giving club - A monthly giving club is the perfect solution to help our poorest brothers and sisters**
- **Gift Catalog - Choosing a meaningful gift for someone who has everything can be a challenge**
- **Multiple other avenues for the same results. Donations for the most needy**

Their organization does a lot of work in the Caribbean and Latin America, particularly Haiti. They have several retired Episcopal Clergy who promote their work, and we are being asked if we'd like to have one who lives locally to come and do a presentation and preach. We are open to this idea, but feel that if we do have someone come, we need to be prepared to support their work in some form.

We continue to work on our food pantry. We have been very perplexed that in this summer season we have seen very little action in request for food.

We continue to be present and let the ministries under our cluster know we are here if they have needs

Respectively submitted

Gary Gearheart and Brad Hoffman
socialministries-congcare@saintj.com

Addendum to Congregational Care & Social Ministries Report - July

We have received additional information on two in-house Ministries since we submitted our report, so we submit this addendum:

One is in embryonic stage and the other Lori has informed us of:

We have a parishioner inquiring about the process for starting a possible new Ministry at St. James'.

The ministry would be Military Family Support,

An inquiring article may be sent out to St. James' families to see if this would be a Ministry they could support and participate in. A possible meeting for those interested may be set for late August or Early September.

Brian Cochran is proposing a Contemplative Healing Series to be held on three Saturdays in October at St. James'. Brian and Lori talked extensively about this, which prompted his proposal.

Submitted
Gary Gearheart and Brad Hoffman

Christian Formation Cluster Report
August 2011

Nursery Update

Linda and Dave are making progress with the nursery room murals and painting.

Job posting for the new nursery care provider is up and the resumes are coming in 26 to date. The Christian Formation team is reviewing the resumes to select candidates for interviews.

Plan is to open the nursery Sept 11 with the new care provider.

Vacation Bible School:

VBS went very well.

24 kids,
6 were from Godly Play
5 came for the service on Sunday
8 adults did at least one day along with 3 teen helpers.

Stories during the week- creation, Jesus in the temple, Zaccheaus, fruits of the spirit

VBS was under budget - Donations covered all our setting up costs and helped us keep costs down for kids.

Jan expressed interest in doing it again next year. Already has ideas about themes and how to use the campus. We will need more help if numbers go up.

Children's Ministries:

The Sunday School teachers met with Lori on Thursday August 4th. They talked about classroom format, teaching schedule, etc. Lori is sending a mailing out this week, which will also include a registration form and a schedule of stories for the parents, guardians, and grandparents.

Jan Scrutton and Lori are meeting next week to get the classroom in order.

The teachers are:

Linda and Dave Nelsen
Penny and Ken Trant
Mary Casas
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We are also asking parents to commit to helping in the classroom twice each academic year. This will help out the teachers, but more importantly will help the parents/guardians better connect with what's going on in the classroom.

Need to look into the administration needed to run a Sunday School Program. Lori is running this now, but it is not sustainable. A part time Sunday School Admin is a possible solution we should look into.

Adult Faith Formation calendar for the next few months:

9/4: Class on the Anglican Covenant
9/11: no class - Flatlanders
9/18: Diocesan Resolutions
9/25: Open
10/2: Vestry Cluster tables in the Parish Hall
10/9: Class with Bob Dobbin
10/16: Class with Bob Dobbin
10/23: The Book of James
10/30: The Saints in Our Lives

FF is looking at:

- * scheduling a "murder mystery dinner" including allowing people to bid (fundraiser) on what role they want to play; including info on Episcopal doctrine, history, etc.
- * Bring back movie night in the spring
- * Will check with Stewardship to see if they want a FF hour to do a presentation

In a couple weeks, suggestion forms will be passed out at church for people to suggest classes.

Respectfully submitted,

Marlene Benedict, Stephen Ferro, Janet Fischer

Goals

- A. **On-going**
 - a. **Continue support in the following areas...**
 - **Kitchen**
 - **Congregational Outreach**
 - **Congregational Activities...**
 - 1. **Receptions & Memorials**
 - 2. **Special Events – lead by outside sources**
- B. **Parish Retreat**
- C. **Game Night Social**
- D. **Casino Night - Possible community outreach event**
- E. **Mardi Gras Party**
- F. **Halloween Costume Party (Family Fun Event) – Possible local community outreach event**

Current Projects – Update

- St. James' Feast Day Celebration
 - a. Penny Trant held MainChair for this event along with the Parish Life Team
 - One service / Eucharist was held at 10a in the MC with festivities beginning shortly thereafter – Attendance was almost bursting at the seams as we were joined by many, if not all, members of the Philippine Church.
 - The Rector of the Philippine Church assisted Rev. Lori Walton in Eucharist and gave a wonderful heartfelt Homily that was enjoyed by all
 - In keeping with our “Lazy DayZ” theme everything was very casual with a potluck picnic shortly after the service
 - 1. The congregation brought easy effort Picnic-style dishes to share
 - 2. As per usual in years past the PC supplied a Whole cooked Pig (Lechon as it is called) which was thoroughly enjoyed by all with little leftover
 - 3. Raffle Tickets were handed to each person in attendance free-of-charge and names placed in a basket for a door prize
 - a. 2-Door prizes were donated and given out – An Mr. Coffee Ice Tea Maker and a Wine & Cheese basket complete with 4-wine glasses
 - b. One prize went to a member of the Philippine Church and the other to a member of St. James' once names were drawn
- LGBT Ministry – In Process (No Update at this time)
 - a. A presentation for the vestry is being created and should be ready shortly
 - b. Donald and Ms. Martinez have yet to schedule a planning meeting to finalize overview due to recent large energy events each have been involved in, but plan once things settle
 - c. Meeting with Rector yet to be scheduled and will take place once things are finalized prior to Vestry presentation
- Treasures from the Attic Sale & Art Show (Official Title) – update
 - a. Tentative working date is October 29th
 - b. Pegeen Perry has designed a timeline plan and is working on further details
 - c. Location will be the St, James' campus and PH
 - d. We have begun to identify possible Artists within the St. James' congregational and outer community to be sent official invitations to showcase their talents in drawing, & painting etc
- Treasures from the Attic Sale & Art Show – Update cont'd
 - e. Since this event is being considered more as a community outreach...plans are underway to offer spaces to the outer community for showcasing some TFTA type items they may have as well as local artists within the local area(s) surrounding the church.
 - f. Plans are underway to have informational items distributed around the campus to what St. James' offers to families, individuals, and Groups ranging from space rental for meetings/events to volunteer opportunities to youth/adult ministries

Upcoming Events

- No events are scheduled for the month of August at this time
- Ladies Flatlanders – Sept. 7 thru Sept. 11
- Back To School – September 2011...actual Date and Time TBA
- Treasures from the Attic Sale & Art Show – Working Date: Oct 29 Time: TBA

St. James' Episcopal Church Healing Training Proposal

Rev. Brian Cochran, M.Div., Th.M.,
Trainer

Introduction

Healing prayer to God benefits the mind, body, and spirit. We see this symbolized when we cross ourselves, from head to body and across the heart. God is concerned about the whole person and about making us whole, that we might fully love God, others, and ourselves.

Jesus proclaimed that God's kingdom of love had come on earth. He demonstrated this by healing all who came to him in faith. He also taught all his disciples to do this work. Jesus' ministry of healing prayer continues today as a way to show God's love for creation. We don't know exactly how God works when we quiet ourselves and ask. We cannot predict the results. But we trust that God is present and active in and through us by the Holy Spirit and the Risen Christ for our good.

Credentials

Part of my work as a minister ordained in the Presbyterian Church (USA) has been to revitalize the church through the ministry of healing prayer. I have been active in this work since 1998 with my mentor, The Rev. Dr. Francis Geddes, a retired UCC minister and spiritual director. I have led or co-led several trainings since 2003, including two at St. James'. In this past year, I have helped plan the Reality of Healing Conference which featured Marcus Borg and Larry Dossey, M.D. among

many other speakers in Berkeley this past March, co-lead a training with Rev. Geddes in the Santa Rosa area, and helped get his book published by editing and proofing it (Contemplative Healing: The Congregation as Healing Community, 2011). Rev. Geddes has been active in these efforts for 35 years and is currently leading a healing ministry at Incarnation Episcopal Church, Santa Rosa, where he and his wife are now active. In addition, I have taught an extended healing training with Presbyterian pastors in the Bay Area and continued to lead St. James' healing team with Barbara Dabney.

Proposal Details

I propose that St. James' host a healing training to be open to our members and other interested members of the Diocese of California. This training will consist of three Saturdays in October (8, 15, and 22, TBD) from 8:30 AM – 4:30 PM. Topics include about ten different meditation exercises from various faith traditions. After these exercises help us develop a certain amount of quiet, the training continues with practice in laying on of hands healing prayer.

A course of this extent in the corporate world could cost \$850 or more, just for tuition (I know because my wife pays this for Marriage and Family Therapy continuing education). The cost for the training will be discounted to \$149 per participant. The price is this low because I want as many people as possible to participate. Earlybird registration by September 20 will be \$139. Registration for this first training will be limited to a maximum of 12 participants.

Benefits

The purpose of this course is to strengthen the healing ministry at St. James' by preparing more people to cover the healing stations on Sundays. This training gives people a base of contemplative experience, teaching about healing, and methodology to be effective pray-ers with those who come forward during Communion for prayer. It will also elevate the work of the healing team in the eyes of the congregation and contribute to the growth of love and caring within the church community. Finally, other churches in the Diocese will have an opportunity to begin or expand their healing prayer work.

Rev. Brian Cochran

(510) 366-7822

brian_cochran@sbcglobal.net

Rector's Report

Vestry Meeting, August 11, 2011

Worship

We had a great celebration of St. James' with the Independent Philippine Church on July 24.

Celebrated Vacation Bible School on July 31 with a show-and-tell of the crafts at 8:00 and a picture slide-show at 10:30. Included the VBS song at both services, and had a story-telling in place of the Gospel (by Jan Scrutton) at 10:30.

Welcomed Julia McCray-Goldsmith from the Diocese of California as our guest preacher on August 7 at both the 8:00 and 10:30 services.

Have been conducting interviews with potential music directors/organists with a small search team. Team consists of: Jim McLeod, Bud Pearson, Bruce Roberts, Mary Casas and Valle Brokes. Interviewed four potentials, calling back three for a second round with the choir. Of the three, two are individuals and one is a couple (one plays, the other directs). I anticipate the salary range for the position to be between \$19,000 and \$25,000 depending on who is selected.

Had Royston Nguyen as a sub organist on July 17, August 7 and again on August 28. Interim Organist, Jessie Jewitt's last Sunday will be September 4.

Jim McLeod will preach and celebrate on August 28. Carol Cook will preach and celebrate on September 4.

Planning on using a Litany in place of the Prayers of the People for September 11.

Bob Dobbin is preaching and will focus on the 10 year anniversary.

Planning for the St. Francis Day Blessing of Animals at 10:30 on October 2.

Pastoral Care

Continue to attend to Bonnie Nelson who has moved into a rehab facility. Have enlisted the help of our LEV team to also visit and bring communion.

Met with several parishioners around spiritual issues.

John Kimber is close to completing four home communion kits. Hopefully, in September we will bless them and put them to use. They are beautifully done.

Healing Ministry

Met with Brian Cochran to discuss the healing station at the 8:00 service. He feels it isn't being utilized as much as in the past. I suggested he consider staffing it 2x/month instead of weekly. He will let me know. Also talked with Brian about his request to offer a Contemplative Healing Course (he's done this here in the past).

Asked him to put forth a more detailed plan so we (Congregational Care/Outreach and the Vestry) can discuss.

Children & Youth

Spent a week in July doing VBS with a great team of youth and adults. We hosted 24 children and had snacks, stories, prayer, song, games, and over 14 crafts. Jan

Scrutton did an amazing job of organizing, planning, and instructing. Our volunteers worked with the kids, while others did prep work like hammer nails, cut wood, prepare food, etcetera.

Met with the Sunday School team and created a schedule for the year. Brainstormed ideas and disseminated information to ensure a seamless transition from one teaching group to another. Began ordering materials needed and began reorganizing EB3 to suit the new format/curriculum.

Sent a mailing to all Sunday School Parents/Guardians about the new program start of September 11. Created registration forms and sign-in sheets.

Asked Christian Formation Cluster to post the job opening for nursery care giver on craigslist, weed through the applicants, interview, and make a recommendation to me. Plan to have the nursery open with new caregiver on September 11.

Diocese/Deanery

Planning for the deanery bash on August 20. Our responsibility is to bring the banner/flag (the Millers are doing this) and to provide Communion. The signups are low – can vestry members consider going?

Met with So Alameda clericus.

Welcoming Committee

Met with this new-ish committee to setup procedures and plans for greeting visitors, follow-up, welcoming them publically, and integrating them. Scheduled a New Members Brunch for November 6 at the Pearson's home.

Basic Plan is as follows:

- new people will be identified at services. WC member will be intentional about welcoming.
- for those who give us contact information, a follow-up email and/or phone call will be made.
- for those who continue to attend, an invitation to the New Members Brunch is given.
 - on the following Sunday, we'll ask them to come forward for a prayer/blessing during announcements.
- members of the WC will be assigned new people to help integrate them through personal contact and invitation to events/ministries.

Other

Looking for a new spiritual director as my current one is moving out of state.

Planning for vacation, August 22-September 4, with September 5 being a holiday.

Back in the office on September 6. Still need to schedule one more week of vacation for 2011 (including one Sunday).

Clergy Conference is September 20-22 at the Bishop's Ranch.

Western Christian Educators Conference is October 10-13 at Zephyr Point. I will arrange for an emergency pastoral care contact (likely Bob) and will be connected via phone and email.

The C & E Cluster reports the following for July:

1. We are awaiting the proof of the membership directory from Lifetouch. Estimated to be delivered around 19 August. Valle Brooks will coordinate the final review

and proofing. Once completed the individual directories will be printed and shipped within 2-4 weeks.

2. St. James day celebration and change in service times was publicized and went off without a hitch.

3. The Window, our monthly newsletter, was published in August (earlier discussions had centered on giving it a summer hiatus)

4. We continue to make incremental modifications to the website to streamline its content and improve its accessibility, recently updates were made to provide access to podcasts of recent sermons (thank you Janet)

FACILITIES REPORT AUGUST 2011

The Little Church committee met this month to discuss next steps. Scott and Patty are working to find a structural/engineering company to analyze the structure. They will determine the current status of the building and steps necessary to preserve it.

Also this month, the shrubbery in front of the Main Church was cleared, new plants brought in, some roses relocated, and mulch spread. The Perry, Spencer and Poole families donated all the new plants and mulch. The church entrance is much more inviting now, and some of the potential security dangers are gone. While this was going on, the work party participants did a good job of weeding, mowing and clearing the rest of the campus. Thanks to all!

The August work party has been canceled due to vacation schedules and the slow growing season we are in. But anyone can pull a weed, dust a sill, mow a lawn and do any number of little things to make our campus shine. I will be one of those on vacation, and while I'm gone during the last two weeks of August, I don't expect much activity with buildings and grounds. If something does come up, Al Casas is the contact person. You can call the office and tell Aimee – she will tell Al. If it cannot wait, please call him at 510-579-4517, or email him at marcasas@comcast.net

Respectfully submitted,
Laura Winter

Christian Formation Cluster Report August 2011

Nursery Update

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**Respectfully submitted,
Marlene Benedict, Stephen Ferro, Janet Fischer**

Lead Team Report

August 11, 2011

The Blood Centers of the Pacific are no longer using St. James' facilities. They have paid the user fee quarterly, and are paid up through September. The Director, Don Burghardt has notified us they are not requesting a refund but asks us to keep the remaining funds as a token of their appreciation. Blood Centers have relocated and will be at Harbor Light Church (right next door). Donors are always welcome.

The annual Facilities Use Agreements will be sent out at the end of August. There will be two changes to the agreement:

- NA groups user fee increases from \$25 per month to \$40.00 (all other groups remain the same).
- Each group is allowed one C2RR, background check, per 6 month period.

Our interim organist last Sunday with us will be September 4th. Please join the Lead Team in thanking her for a job well done.

The Annual Meeting will be scheduled for Sunday January 22, 2012 with the Vestry Retreat the following weekend Jan 27-29.

Jan Brandt will lead the The Budget Meeting on January 15, 2012. Please mark your calendars!

Lori's last scheduled vacation for 2011 will be the week of 11/21 to 11/28.

The Thanksgiving Day Service will be Morning Prayer, held in the Little Church.

faithfully submitted by,
Mary and Andy