

Vestry Meeting
March 8, 2007
Minutes

In attendance: Jan Brandt, Greg Miller, Bob Honeychurch, EJ Hilliard, Tim Young, Ralph Locher, Sylvia Sweeney, Barbara Dabney, Sylvia Ma, Jim McConnell, Kerri Williams, Janet Fischer, Meg Williams. Guest: Charlie Dickenson of the Endowment Board.

Opening Worship led by Sylvia Sweeney. How much do we know about what is going on with the people in our parish?

Sylvia Sweeney: Thank you note and gift being sent to Gwen Metz for her offering of her Carmel home for our vestry retreat.

Guest: Charlie Dickenson. Reviewed recent Endowment Board activities, and provided a copy of their year-end report. The report contained their 2006 achievements, in addition to their financial information: gifts to the Endowment, carryover from 2005, realized and unrealized investment earnings, balanced as of 12/31/06 and a list noting the location of the investment accounts. The purpose of the Board is a "life-planning ministry." They have created the Shell Society, whose members have designated a portion of their will to St. James'. Treasurer of the parish is, per by-laws, the treasurer of the Endowment Board, but he/she can appoint a sub-treasurer to handle the Endowment Board's financials. Currently Jan Pearson, a member of the Endowment Board, is acting as sub-treasurer. However the Treasurer and sub-treasurer of the Board wish to communicate, it is important that they meet regularly. Parish Treasurer Jan Brandt states that they Endowment Board will need to be included in the parish audit. Vestry agrees that Jan Brandt has the authority to sub-direct the authority of the Endowment Board's treasurer, and to set up regular, possibly quarterly, meetings and reports. Minutes from the Endowment Board's meetings are available to the parish. Treasurer of the Parish is noted as Treasurer of the Endowment Board. Endowment Board will be submitting article to the April Window, with latest news. Recently a death has occurred to an individual who it was known had noted an Endowment designation, but the Endowment Board has not yet determined how to approach the family to clarify. It was suggested they confer with Richard Schaper of the Diocese for direction and advice. The Endowment Board stresses that we all actively plan ahead in "life planning," and encourage others to as well. There will be a will-writing workshop on June 9.

Motion to seat Associate Rector:

Shall the Vestry give Associate Rector a seat with voice with vote for this vestry?

Janet Fischer wants it to be noted that as an employee that is hired by the Rector, there may be a tension or conflict if the Associate Rector might at some time wish to vote against a cause that the Rector is in favor of. While it is clear that our Associate Rector

will have no trouble “speaking up,” the potential for conflict is worth noting; it is why there had been no vote for the Associate Rector in the past.

Motion made by Scott Whitaker, to give Associate Rector a seat with voice with vote for this vestry. Ralph Locher seconds. All in favor, motion passes.

Visioning / Goal Setting

Led by Bob Honeychurch, tonight’s goal is to see if our retreat-generated brainstorming list of vestry goals for 2007 can fit into the “S.M.A.R.T.” (specific, measurable, attainable, realistic, timely) categories. Some goals on the list may already be in motion, without being noted as a specific Vestry goal for 2007. In this first round of fine-tuning the list of goals, members are asked to list a personal “top 3” from each cluster’s master brainstorming list. Keep in mind that some items in the initial list are on track to happen anyway.

Top 3 in each cluster, voted on by a show-of-hands (in no particular order of votes received):

Worship/Christian Formation:

- All-church service on regular basis
- Blessing of the animals
- New Music program

Parish Life /Facilities:

- Fellowship Ministry (containing Kitchen Coordinator and Coffee Hour coordination)
- Stained Glass Window (for big church) Committee
- Big Church Bathrooms

Social Ministries/Congregational Care:

- Social Ministries committee
- General Health Awareness (which would include previously listed goals of autism awareness, mental health awareness, disabilities awareness, breast cancer awareness)
- Increase leadership opportunities for people of color

Communications/Evangelism

- New member welcome ministry
- Putting a face on the ministries already present
- Website ministry (to include emphasis on a teen section, in addition to audio/video of worship services, online sermons)

Lead Team:

- Prepare for potential schism in Anglican Communion or Episcopal Church
- Broader fundraising base
- Building a stronger base of communal discernment

Listed as “is happening already or is going to happen anyway” and removed from the original list of goals:

High quality Christian Ed. Events with outside speakers or theologian-in-residence

Godly Play for Adults

6-8th Grade Sunday school class

Playground finished

“Days of our Mortgage”

Millennium Development Goals Awareness (handled w/ Bishop’s visit)

Ombudsman

Thorough audit

Vestry is reminded that all of the goals become the load of the vestry, not necessarily one cluster only.

EJ adds that it is her opinion that multi-cultural and leadership training be directed from the lead team.

There was some concern that because the first poll forced us to only pick 3 from each cluster, we may be missing emphasis, that there may be a need to look at the list of goals as a whole.

Bob will clean up the list of goals by end of day Sunday 3/11, regenerating the entire goal list and will email to vestry members. Members will take another look at the list as a whole, not by cluster, and pick their personal “top 10”. Members are asked to return these “top 10” goals by Wednesday 3/14 end of day.

Business:

Correction from February Vestry minutes: Under “Associate Rector and vestry”, should read: Motion was made to give the Associate Rector Sylvia Sweeney a seat with voice on the vestry.” (Original minutes read “vote” instead of “voice.”)

Sunday March 25, Bishop Marc Andrus is going to be at St. James’. He will be present at the 10am education hour, to review Millennium Goals. He will also celebrate the Eucharist at the 11am service, complete with baptisms and a confirmation. Parish Life cluster is asked to coordinate a short reception after the 11am service for the bishop and the parish. A light lunch with the vestry will follow at 1pm. Parish life has been asked to contact find assistance in coordinating the 12:15-1pm reception. Vestry was also reminded to be sure to ask the Bishop about our Diocesan Assessment.

“Calendar,” a review of the upcoming church-wide schedule of events, is postponed until next month due to time restraints. Barbara Dabney will distribute the Vestry meeting Dinners/Closing Worship calendar, either via email or by mailboxes.

An annual vestry gathering for major calendaring is to take place on Monday, April 23, 6:30pm. Purpose of this is to look at the next 12 months and map out repeating and one-off events. Those events marked/noted on this calendaring session will be transferred to the master calendar. Benefits of this calendaring session include seeing the liturgical year while planning, and avoiding potential double-booking of dates, among others.

Fundraising discussion postponed until next month due to the evening’s time restraints.

Music program

Bob distributed via email the job descriptions for Organist/Keyboardist and Music Director prior to the vestry meeting. These are the descriptions as developed by the special committee drawn up to move the process forward. The Vestry commends the music committee for well-written work. Bob will see that the communications cluster receives the list of intended job-posting publications/locations, and Meg (as current keeper of a large publicity contact list) has offered to work with Bob to see that the descriptions get posted as desired.

Financials

Jan has forward to Members the most recent copies of (1) Profit and Loss (2) Special Interest Funds and (3) February Accounting Summary, and any questions can be forwarded to her. She notes that as 2 statements had not yet been received prior to this vestry meeting, that these reports are seen as “Preliminary.” She is also currently working to reorganize the Special Interest funds list, for more logical interpreting/reading.

Cluster Reports:

Communication/Evangelism:

As submitted, with two additional comments: (1) Andy Romeril has offered the church 2 free internet-ready computers, but there are questions about location, security, usage, etc. It was suggested that the cluster meets with Parish Life cluster to discuss the particulars. (2) Meg has been contacted by the Argus newspaper and the Fremont Bulletin regarding special advertising sections for the Easter season. We have run the Argus ad in the past,

with noted positive response from visitors. We also ran an ad there at Christmas, again with noted positive response. Fremont Bulletin is an unknown. The Argus ad will run 3 days prior to Easter Sunday, and if we run the same size we've run in the past (Easter and Christmas '06), the cost is \$280. This is a very kind price that local churches are offered, and Meg recommends that we go ahead with the Argus ad. Along with Christmas, it is the only time the church purchases display ad space. Our "classified ad" listing that runs on Saturdays is free, and very difficult to control which version is run: old ad information seems to creep back in, but the newspaper is reminded each time it appears, and hopefully the ad with misinformation will be deleted if we keep pestering them.

Worship/Christian Formation: As submitted.

Social Ministries / Congregational Care: As submitted (No formal report)

Parish Life / Facilities: No formal report, but the cluster reports that we have a new chipper for groundskeeping. There is also a wish to get coordinated with the coffee hour program, as cluster members are feeling the strain of often being the ones to clean up. Also, kitchen sink is afoul again, Brad Hoffman is currently attending to it.

Lead Team: Regarding guests who inquire about speaking or addressing the vestry: As generators of the vestry meeting agendas, once the agenda is built for the upcoming meeting, wardens are allowed to tell guests that if the agenda is full, that their time will be strictly limited to a set amount of time, or that they will have to be worked into next month's meeting instead.

Closing Worship: led by Jim McConnell.

Meeting adjourned, 9:40pm.

Respectfully submitted,
Meg Williams,
Subbing here for the incredibly underestimated and
amazingly valuable Vestry secretary, Elizabeth Hart.