

St. James' Vestry Meeting Minutes Thursday, July 5, 2007

In attendance: Sylvia Sweeney, Tim Young, Sylvia Ma, Janet Fischer, E.J. Hilliard, Connie Rux, Scott Whitaker, Greg Miller, Bob Honeychurch, Meg Williams, Barbara Dabney, Ralph Locher, Johanne LaRocque, Lynn Locher and Elizabeth Hart
Absent: Jim McConnell, Jan Brandt

Barbara Dabney called the meeting to order.

Welcome to the new vestry members: Johanne LaRocque will join the Social Ministries/Congregational Care cluster and Connie Rux will join the Parish Life/Facilities cluster.

Sylvia Sweeney led the opening study on this Sunday's gospel from Luke 10, describing Jesus sending out others before him. Who are the people in this community who are in the process of developing their own ministry, could/would/should have ministries, or are standing in the wings with potential spiritual authority? It is part of a vestry leader's responsibility to develop new ministry leaders. Who do you imagine taking your place on the vestry and how can you prepare him or her for this role? Pray for, care for, and get to know those people for the next few months.

Condolences to Ken Martin's family. Ken passed away this week.

Analysis of pledges for 2007 (see attached sheet) – presented by Lynn Locher

- Bulk of pledges fall between \$1000 to \$3000. It would indicate a household income of \$10,000 to \$30,000 a year for those who are tithing, or an income of \$20,000 to \$60,000 for half a tithe.
- Median pledge (\$1540) – half of the congregation pledged above that amount, and half pledged below
- Page 1 of handout, "nondonors" refers to non-pledging donors (non-pledgers)
- Page 2, "contributing" refers to people who attend church but are not actively involved in some other activity or ministry in the church
- Those individuals who are involved in activities/ministries in the church have a better understanding of the need for pledging.
- Page 2, "transitional" refers to people who are fairly new to the church, but have enough feeling for the church to make a pledge
- Of the largest segment of donors (57, \$1000-\$3000) approximately half of the households are retired.
- Please look at the information closely and offer suggestions to Lynn regarding stewardship.

Visioning

Vestry clusters:

Worship and Christian Formation (W/CF) – E.J. Hilliard and Sylvia Ma

Parish Life and Facilities (PL/F) – Ralph Locher, Tim Young and Connie Rux

Warden who works with above clusters: Greg Miller

Communications and Evangelism (C/E) – Janet Fischer, Jim McConnell, and Meg Williams

Social Ministries and Congregational Care (SM/CC) – Scott Whitaker and Johanne LaRocque

Warden who works with above clusters: Barbara Dabney

What at a cluster level can your cluster be involved in to help meet the 2007 vestry goals? All of the clusters have a stake in all of the different vestry goals.

Vestry goals for 2007/Lead team support attached

The vestry brainstormed the following ideas:

New member welcoming

- C/E – ministries brochure and information packet
- C/E – encourage people besides ushers to visit
- C/E – update website
- PL/F – new bathrooms

New music program

- C/E – new street banner, ad in Argus
- W/CF – updates

All church service

- C/E – Single service to introduce the new music program
- C/E – pre-planning and early announcements
- W/CF – stewardship Sunday?

Social ministries coordination

- C/E – Argus listing for Social Ministry events, feature stories
- SM/CC – new Social Ministries Team

Big church bathrooms

- C/E – encourage input
- W/CF – updates at 10 am

Broader fundraising base

- C/E – broader leadership base for events
- Lead team – 3-week book study (2 books)

Base for communal discernment

- C/E – potlucks, group nights (in SF/at a sporting bar, etc.)
- C/E – women’s day of renewal support

Leadership opportunities for people of color

- C/E – do it for everybody – online training
- PL/F – work party recruitment

Action items in 30 days

- C/E – major website updates
- PL/F – new paint in bathrooms

Communication – How can we improve it?

- Until it is said by voice and face it is not a real announcement
- Provide feedback of how we would like the Bulletin to look
- Highlight one announcement a week
- Window deadline coming up
 - Highlight one “thing” from each cluster a month
 - What are the different groups that use our church? – Maybe an article about one group a month
- Who are on the different committees (music and bathrooms)? How often do they meet?

Approval of minutes

June 14, 2007 vestry minutes

- Did the vestry approve in principle moving forward on the bathrooms? The answer was “yes”.
- The June 14, 2007 vestry minutes were approved as amended.

The April 2007 minutes were never approved. Elizabeth Hart will resend the minutes for approval in August.

Pledges

- Pledges have increased since the letter went out last month.
- Income is now \$4600 below budget, and we spent \$9000 less than expected in the budget, so balance is now \$24,000
- Ask Jan Brandt to write a thank you note for the newsletter

Lawnmower

- Warranty is up for the lawnmower. Cost to extend warranty is \$319 for one year, or \$525 for two years.
- Lead team and Facilities suggest extending the warranty for one year, and then add the cost of the warranty renewal to next year’s budget.
- There is \$900 in special interest funds for the lawnmower

- Have already had \$1400 worth of problems that have been covered by the warranty

Motion was made to extend the warranty on the lawnmower for one year for \$319, money to come out of special interest fund for lawnmower. Moved and seconded. Motion passed.

Endowment Money

The money in the endowment fund is for new ministries and capital improvements. This year we have received approximately \$1000. There was a discussion last month regarding this money. Lead team recommended applying this money to jump start music director salary, but others felt the money should be used for the music program.

Suggestions for the endowment fund money of approximately \$1000

- Music program materials
- New bathrooms
- New dishwasher
- Direct marketing campaign
- Garbage disposal
- Godly Play stories
- Website address on permanent sign

A newsletter article should be written describing how we are spending the endowment money and how it is matching with vestry goals.

Motion was made to gratefully accept the Endowment Fund monies and spend half on new music program materials and half on new Godly Play story materials. Moved and seconded. Motion passed.

Music Search

- Music committee – Johanne LaRocque, Bruce Roberts, Brian Cochran, Jackie Whitehouse, Sandy Jaekel
- Interviews next week, and will consist of three parts: an interview with the interview team, interview with the clergy, and each candidate will play a piece of music of their choice for 5 to 10 minutes. To narrow further, candidates may be asked to play at the 11 am service.

Cluster Reports

Communications and Evangelism – as submitted

Social Ministries and Congregational Care

- New social ministries team will meet the 4th Sunday of the month after the 11 am service
- December 7, 1055 Club – environmental issues, at St. Stephen's in Orinda

- E-mail address for Social Ministries Committee is socialministries@saintj.com. It will be forwarded to Scott Whitaker, Johanne LaRocque, Barbara Dabney, and Mike Aquino
- July 15th is AIDS Walk in San Francisco. Contact person is Joan Kimber.

Worship and Christian Formation – as submitted

- Chalice bearer training is Saturday, July 7th from 9 am to 12 noon, and Sunday, July 15th

Parish Life and Facilities – as submitted

- Thanks to all the people who worked on the playground last month

Calendar

- Sunday, July 15th, 1 pm – 3 members of the search committee from the Diocese of Nevada would like to meet with the vestry
- Thursday, August 16th through Monday, August 20th is the parish campout
- September – Flatlanders needs to be added. Do not have official date yet.

Next vestry meeting is Thursday, August 9th at Bob Honeychurch's and Sylvia Sweeney's house, 6:30 pm dinner, 7 pm meeting. Sylvia Ma is providing refreshments. An e-mail will be sent out with directions.

Meg Williams led the closing worship.

Respectfully submitted,

Elizabeth Hart
Clerk of the Vestry