

St. James' Vestry Meeting Minutes

Thursday, December 11, 2008

In attendance: Jan Brandt, Penny Trant, David Abernethy-Deppe, Jan Scrutton, Tim Young, Scott Whitaker, Greg Miller, Janet Fischer, Charlie Paratore, Connie Rux, Sylvia Ma, Johanne LaRocque, Jim McConnell and Elizabeth Hart.

Absent: Scott Kennedy and Kathy Crary

Sylvia Ma called the meeting to order, and David Abernethy-Deppe led the opening Bible study, on I Corinthians 12:4-11.

New Vestry Nominations

- The Nominating Committee has been asking people to consider being nominated/elected as vestry members, with little success.
- Johanne LaRocque will be writing an article for the Sunday bulletin and for the January Window asking people to consider this important ministry.
- Team players are needed.
- David Abernethy-Deppe suggested tapping people again.

Discussion regarding the Transition Team and Search Committee

- Transition Team: Organizes meetings, does research, and puts together the Parish Report. People who like research and are good with detail work are needed.
- Search Committee: Reviews the resumes, conducts the first round of interviews, and presents two to three names to the vestry. The work of this committee is confidential and cannot be discussed with anyone outside the committee, including the vestry. It would be helpful to have at least some members with Human Resources experience.
- The vestry discussion regarding possible individuals for the two committees is confidential.
- Letters inviting people to either committee should go out no earlier than after the holidays, possibly after the January vestry meeting.

Town Hall Meeting

- The next Town Hall Meeting is scheduled for Sunday, February 1, 2009, following the 11 am service.
- The guest speaker will be Michal Anne Pepper, Ph. D. She is a clinical psychologist and current aspirant for Ordination into the Episcopal Church.

- She will be discussing the “congregational life-cycle” – where is St. James' on the organizational/transitional chart?
- Michal Anne will preach at all three services. A light lunch will be served, with the presentation following. The meeting should conclude by 2 pm.

Proposed Bylaw Amendments

- Proposed amendments attached
- Motion was made to present the proposed amendments to the Bylaws listed on the sheet at the annual meeting for vote by the congregation.
- Discussion
 - The congregation elects the vestry, the vestry hires the rector, and the rector hires the associates
 - The associate is dependent on the good will of the rector, and is not answerable to the vestry
 - The vestry cannot fire the associate – only the rector can.
 - In the National Canons, the associate has a voice, but not a vote, on the vestry.
 - On the proposed amendment, add “or other family members” in Section 5, part A.
 - These amendments do not prevent the vestry from hiring co-rectors.
 - After these amendments are voted on by the congregation, they must go to the Diocese for approval.
 - An informal inquiry regarding these amendments will be sent to Michael Barlowe.
- Motion passed as amended.

2009 Budget

- Draft 2009 budget attached.
- Have not received the official Diocesan assessment yet – amount listed is an estimate.
- Worker's comp has been moved to salaries
- 4.2% salary increase.
 - Secretary - \$14.10/hour
 - Sexton - \$13.00/hour
 - Nursery attendant - \$10.50/hour
- Musicians includes both the Music Director and any other musicians hired.
- The Music Director, Katherine LaRose, is working an additional 5 hours/week as she taking over as director of Footprints.

- Payroll processing is done by the Diocese, for which we pay a fee.
- Not as big a deficit as previous years.
- If members of the congregation need to adjust their pledges (for example, because of job loss) they should contact Jan Brandt.
- The budget will be approved at the next vestry meeting.

Capital Expenses Budget 2009

- Proposed 2009 budget attached
- Money in the special interest memorial funds could be used to repair the "Bell" tower. The tower is actually a memorial, and the bell belongs to the U.S. Navy. The tower needs to be rebuilt because the wood is rotting.

Endowment Board Statement attached.

- Two places will open up on the Endowment Board in April 2009.

November 2008 Financial Report

- The operating cash is low. We are behind on pledges, but ahead on unpledged.
- Special Interest Outreach 2630-11: name will be changed to General Outreach
- Special Interest Outreach 2630-12 Birthday: the money collected goes to the Department of Education and World Missions of the Diocese.
- Special Interest Outreach 2630-90: name will be changed to Winter Relief (the word "WalkaThon" will be dropped)
- Should save on printer/copier will the new bulletin and order of service as there is less printing.

Clergy Housing Allowances

- The following resolution was made: Whereas the Rev. David Abernethy-Deppe is employed as a minister of the Gospel by St. James' Episcopal Church, Fremont, CA, which does not provide a residence for him, the vestry resolves that of the total compensation of \$48,577.20 to be paid to the Rev. David Abernethy-Deppe during 2009, that \$36,000 be designated a parsonage allowance within the meaning of that term as used in Section 107 of the IRS Code of 1986. Resolution passed.
- The following resolution was made: Whereas the Rev. Kathleen Crary is employed as a minister of the Gospel by St. James' Episcopal Church, Fremont, CA, which does not provide a residence for her, the vestry resolves that of the total compensation of \$48,577.20 to be paid to the Rev. Kathleen Crary during 2009, that \$32,000 be designated a

parsonage allowance within the meaning of that term as used in Section 107 of the IRS Code of 1986. Resolution passed.

Annual Reports

- Annual reports from the ministry groups are due December 29, 2008. Cluster reports should include a paragraph or two to summarize the year.
- The annual meeting is scheduled for February 8, 2009. There will be a single service and a potluck.

Bishop's Visit

- Bishop Marc Andrus will be making his regular "Episcopal Visit" to our parish on Sunday, February 22, 2009 at 4 pm.
- Not sure of the service yet, but one suggestion is to have Evening Prayer.

Vestry Minutes

- Correction to the October 9, 2008 vestry minutes: The Clergy Housing Allowance Resolutions for David Abernethy-Deppe and Kathy Crary should be for **2008**, not 2009. The corrected October minutes will be given to the secretary and to the web-master for posting on the website.
- The November 13, 2008 vestry meeting minutes were approved as presented.

Cluster Reports

Lead Team

- The Vestry Retreat is scheduled for Saturday, February 21, 2009, from 9 am to 4 pm at Presentation Center in Los Gatos. Lunch is included and cost is \$40/person. We must pay for 16 people, but could have up to 20 attend.
- January 23-25, 2009 is the joint Deanery Vestry Retreat. Johanne, Sylvia and Jan are attending. Cost is unknown at this time.
- Campus has been re-keyed. Individuals must to the CC2R training in order to receive a new key.

Parish Life – as submitted

Worship and Faith Formation – as submitted

Social Ministries and Congregational Care

- It was suggested that we contribute to Elaine Miller's Marine Recruit Angels program.
- Motion was made to donate \$200 out of Special Interest Outreach for postage for the Marine Recruit Angels program. Motion passed.

Facilities

- On December 3, 2008 the vestry voted via e-mail for Centerville Locksmith to re-key the campus for \$1022.59. There were 10 yes votes.
- On November 3, 2008 the vestry voted via e-mail to install a light at the end of the Education Building for \$475.00. There were 12 yes votes.

Communication and Evangelism

- There will be an ad in the Argus for the Christmas services, paid for out of Special Interest Evangelism.
- Have the Christmas services banner, but it needs to be put up.

Johanne LaRocque led the closing prayer.

Respectfully submitted,

Elizabeth Hart
Clerk of the Vestry