

St. James' Vestry Meeting Minutes Thursday, July 8, 2010

In attendance: Brad Hoffman, Stephen Ferro, Jan Brandt, Dean Valentine, Laura Winter, Penny Trant, Andy MacRae, Mary Casas, Jan Scrutton, Kathy Crary+, Charlie Paratore, Scott Kennedy, Molly Lubwama, and Elizabeth Hart
Absent: Greg Scheuffele

Jan Scrutton called the meeting to order and Kathy Crary+ led the opening study, a reading from Everyday Sacred by Sue Bender and a prayer from the Book of Common Prayer.

The minutes of the June 10, 2010 vestry meeting were approved as presented.

Calendar

July 10th, 17th, and 24th: The campus is closed for rector candidate interviews

July 11th: The new stained glass windows will be dedicated at the 10:30 service

July 15th through August 7th: Kathy Crary+ will be on vacation

July 18th: Raffle items due; Available for lunch

July 25th: Feast of St. James'

July 25th and August 1st: Katherine LaRose off

July 29th through August 1st: Men's Group trip

Jan Scrutton will be gone two weeks in August and Mary Casas will be gone July 28th, 29th, and 30th. Jan Scrutton, Andy MacRae, and Elizabeth Hart will not be at the August 12th vestry meeting. If the attendance falls below 9, the meeting will have to be rescheduled.

The next Deanery meeting is scheduled for Sunday, September 19th at 2:00 pm at Holy Cross. The meeting will discuss the change in Diocesan assessment and how that change will happen.

Financial Report

- There is an error in the Special Interest Balance sheet. Jan Brandt will send out a correction
- \$1200.00 needs to be moved from Building to Operating due to a mistake in counting.
- We are 12% behind in pledging
- The rector search is over budget
- We received \$420.00 from the A's game.
- Special Interest-Music includes money for the new organ

Cluster Reports

- Parish Life – as submitted
- Worship and Christian Formation – as submitted
- Social Ministries and Congregational Care – as submitted
- Communications and Evangelism – as submitted
- Facilities – as submitted
 - Have received bids for the re-stripping of Cabrillo Terrace. Cost is split 50-50 with the condo association
- Lead Team – as submitted

New St. James' Window

- The new windows are up, but some work still needs to be done
- The doors need to be re-keyed
- For a short time, the windows will be uncovered, but they eventually will be covered with Lexan plastic to prevent cuts from the sharp glass
- The windows should not be referred to by any one of the persons who donated money to the window, as several people donated to the project.

At some point we need to look at Memorial giving. Perhaps we should consider some type of plaque with names to acknowledge those who have given gifts to St. James'.

We need a better way of organizing mailboxes. The vestry needs to be grouped all together. A possibility would be to arrange the boxes alphabetically, and have them color-coded by cluster.

Kathy Crary's+ report

- Kathy+ is on vacation from July 15th to August 7th. Pastoral care coverage for the congregation has been arranged.
- The Wednesday morning gathering will be morning prayer for the three consecutive Wednesdays Kathy+ is on vacation.
- Kathy+ has prepared special service bulletins for July 25th (St. James' Day) and August 1st (Fr. Jerry Drino, Hope for Sudan)
- Kathy+ has been working with a family who recently lost a person to a rare brain disorder. The funeral will be in mid-August after she returns from vacation.
- Continued to make hospital visits
- Baptized Heather Day and her son Max
- Working on the blessing liturgy for the new windows and doors
- September 11th is the Requiem Mass at Grace Cathedral
- Lea Lucas and Gary Gearheart carried the St. James' banner at the Gay Pride parade.

- Kathy+ will not be teaching any classes for Faith Formation after the end of August
- Kathy+ has an interview on Saturday afternoon with the Christ Church, Alameda Search Committee. Those people interviewing Kathy+ will be attending both services
- Prayers for Jim McConnell, as he undergoes chemo.

There are forms for the Deanery Reps to make sure they are qualified to be seated at the convention. New this year is a list of the senior warden, junior warden, vestry, clerk, and treasurer of each parish.

Brad Hoffman led the closing prayer.

The meeting then continued in closed session for a personnel meeting.

Respectfully submitted,

Elizabeth Hart
Clerk of the Vestry

Parish Life Report as of July 2010

- Father's Day we gave out the stained glass book marks. We have very few left and will keep them to use at a later date.
- We continue to work on the planning of St. James' Feast Day
- The Men's Group has confirmed the date of their trip for July 29-August 1 in Arnold.

Respectfully submitted,
Penny Trant
Dean Valentine

Worship and Christian Formation July 2010

Four new members have joined the Faith Formation team, they are: Scott Whitaker, Jeanne Morris, Andy MacCrae and Robin Edwards-Harvey. We appreciate their volunteerism and welcome them to the team. During the July 23rd meeting, the Faith Formation team explored the various topics that can be included in the fall schedule of classes, to begin September 2010. New ideas are welcome. Please do not hesitate to contact John Maloney if you have any ideas you wish to be considered.

Vestry members on Altar Guild will set-up the two churches for Sunday Services the next three coming Saturdays (the 10th, 17th, and 24th, July) when the campus is closed to the Parishioners. Altar Guild members responsible for setting-up on those three week-ends will resume their responsibilities on Sunday before and after the services.

Laura and Molly
Facilities July 2010

CC & SM cluster report for July 2010

The Congregational Care and Social ministries cluster continues to work to support our partner ministries as they need. We continue to work with these ministries to achieve our 2010 goals.

We continue to have individual and family needs for our pantry and work diligently to keep bags filled and product available for use. We will be

putting an article in the next "Window" to let our fellow parishioners know what items we continue to need for this vital ministry.

We are working now to enlist parishioners to help with continuing our Back to School products and Shoe drives. These have been very energetic and appreciated actions on our part as a parish.

Respectfully submitted
Brad Hoffman
Andy MacRae

July C&E Cluster Report

Monday, June 21st at 7pm there was an open meeting in the Canterbury room to talk about *The Window*. We discussed updates to the format and distribution. One of the outcomes was an announcement in both services that the Window was out and available online and in hardcopy (either in the back of the church or mailed by request) Ralph is going to look into printing & mailing costs again to see where we are and what we should be watching. Ralph is also going to look at the cost of printing some (or all) of the hardcopies in color.

Respectfully submitted,
Stephen Ferro
Greg Scheuffele
C&E Cluster

Facilities, July 2010

- The memorial glass and doors project is just about to be completed. There are a couple of details to be worked out.
- A new water heater has been installed in the little church sacristy.
- The second storage shed is now secure with locking doors. It also has lighting and electrical outlets.
- The painting of the accounting office is still underway and should be finished soon.
- There will be no work party in July.

Scott Kennedy/Facilities

Lead Team Report, July 2010

- Interviews for Candidates have been scheduled for three weekends in July.
- A team was formed and the Letter of Agreement was drafted.
- The A's game on June 25th was a fundraiser for St. James'. 42 tickets were sold, which netted \$420.00. A great time was had by all that attended. The A's won!
- 24 members of St. James faceted pieces of glass for our new windows at Hogan Art Glass studio. The windows and new doors were installed on Tuesday July 6th. A plastic covering has been placed on the interior side of the windows to protect fingers from the sharp edges of the faceted glass.