

## Meeting Minutes for August 22, 2017

A meeting of the Vestry was held in Platts Hall beginning at 7:30 p.m. on August 22, 2017. Present: Reverend Mike Sowards, Gene Goff, Joanne Tatem (People's Warden), Barbara Bateman (Senior Warden), Dale Pennapacker (Treasurer), Jon Yenney, Jackie Dahlen, Melanie Jackson, Kathy Lochocki, Rick Toth, Josh Ilgen, Drew Beck

Absent: Chris Kristofco

The meeting was opened with an opening prayer said aloud by all

### **MINUTES.**

**The Vestry meeting minutes from July 18th had not been circulated in time for Vestry review, so we will review and approve at our September meeting. A copy of the minutes, graciously taken by Mike Lochocki, was distributed via email by Father Mike.**

**Father Mike introduced Lou Steffenhagen, our new Deacon, and the Vestry voted to give him Voice. He introduced himself. He will be very focused on pastoral care for St James. He will be serving at St James for 10+ months, before his planned ordination.**

### **Old Business:**

**Barbara discussed email votes by the Vestry – developing rules and procedures. The Vestry agreed that Vestry votes via email should be given 72 hours, and anyone not replying by then will be considered an abstention. This should be timely enough to keep things moving forward and still allow time for Vestry members to get to their emails.**

**Vestry Commission Objectives for 2017-2018. Joanne discussed having 2-3 goals per each commission to review at our next meeting.**

### **New Business:**

**Dale presented the June and July Financial Reports for approval. There was some discussion about tracking income vs operating expenses to get a more accurate read on how we are progressing through the year. Dale took this under advisement for the future.**

**Joanne made a motion to accept the June Financial Reports. Passed unanimously.**

**Rick made a motion to accept the July Financial Reports. Passed unanimously.**

**Dale also discussed using Vanco services for transaction processing and electronic giving. Their agreement is month to month, and they provide good categorization of giving. Also integrates with our ServantKeeper church management software. There are very nominal processing costs for the transactions.**

Gene made a motion to approve using Vanco on a month to month basis and evaluate over the next six months or so. Motion passed unanimously.

Capital Campaign Organization was discussed by Father Mike and Barbara. A group of Parish members has been recruited to manage the process. Drew Beck will be the Campaign Director. The Events/Education team will be led by Ned Travis. Financials will be led by Janice Tabbut. Program Manager will be Marilyn Hastings. A Campaign calendar is being developed, and inputs will be provided to Impact by next week. The target is to complete the effort for Phase I by next Easter.

Barbara discussed Commission areas and responsibilities. There is consideration being given to setting up a Member Ministry Commission, focusing on New members to St James and helping to welcome and involve them in our activities. Two issues are establishing a budget, and defining responsibilities for this commission vs. Parish Life to ensure no overlap. Regarding Parish Life, there was discussion of Coffee Hour. Ned Travis is willing to head up this area going forward. There was also discussion of a Casserole Brigade, as in in-reach activity. Father Mike suggested those involved in these areas review the issues separately and bring forward at our next Vestry meeting.

Barbara circulated and discussed a recommendation to adjust prices for our Burial and Cremation plots, which have not been increased in many years and are much lower than many other cemeteries in the area. There was discussion about grandfathering in anyone who had been planning to buy a plot at the existing prices.

Joanne made a motion to approve the increases. Passed unanimously by the Vestry.

#### **Committee Reports:**

**Drew distributed the written Communications Committee report.**

1. Drew also circulated the Feasibility Study Recap paper. This is intended to be published in the next Epistle, to bring the Parish up to speed.

**Rick provided the written Buildings and Grounds report.**

Items discussed:

1. Globes for our lights in the Sanctuary are now coming in.
2. \$650 is needed for cleaning of the windows and screens in the Parish Hall by Ned Travis.

Dale made a motion to approve this expenditure. Approved unanimously.

Drew discussed that for the upcoming Fall Social, Vestry help will be needed to set up/take down for the evening event, which is on September 16<sup>th</sup>.

A St James Podcast proposal was circulated for review and comment. Prepared by Chris Kristofco (not present), the Vestry should review and we will discuss at our next meeting.

**A motion was made to adjourn the meeting. Passed unanimously.**

Our next Vestry Meeting will be on Tuesday, September 19th at 7:30.

**CLOSING PRAYER AND ADJOURN**

There being no further business, the vestry meeting was closed with a prayer by Father Mike.

Adjournment was at 9:15 p.m.

Respectfully submitted,

Jon Yenney, the  
Secretary of the Vestry

September 1, 2017