Meeting Minutes for February 21, 2017

A meeting of the Vestry was held in Platts Hall beginning at 7:30 p.m. on February 21, 2017. Present: Reverend Mike Sowards, Gene Goff, Joanne Tatem (People’s Warden), Barbara Bateman (Senior Warden), Dale Pennapacker (Treasurer), Rick Toth, Jean Beers, Jon Yenney , Jackie Dahlen, Melanie Jackson, Kathy Lochocki,

Absent: Sarah Reid

The meeting was opened with an opening prayer

**Minutes.**

**General topics:**

**A motion was made by Barbara that the Vestry Meeting Minutes of January 16th vestry meeting be accepted. Motion to accept the January minutes passed unanimously.**

**Committee Reports:**

**Joanne presented Parish Life.**

Items discussed:

1. Joanne discussed the Chicken BBQ event. Targeting the first Saturday in June (the 3rd). This date looks OK on our calendar.
2. There was discussion of a “Special Foyer” BBQ/Picnic which has been offered by Parish member Sally Templeton, to be held at her house. This would be Saturday June 17th. She has a pool that the Parish can enjoy as well. We discussed having lifeguard support from our younger parish members that are certified. We would use a sign-up sheet to help plan how many would attend, just as for regular Foyer gatherings.

**A motion was made by Jean to accept the Parish Life report. Passed unanimously.**

**Kathy presented the Outreach report.**

Items discussed:

1. We now have 115 clients and are using our new software to manage them.
2. A water pipe busted at the Outreach house and has been turned off until it can be repaired.

**Joanne made a motion to accept the Outreach report. Passed unanimously.**

**Barbara presented the Communications Committee report.**

Items discussed:

1. Barbara mentioned that the communications request form has been working well, and that we should all be sure to use it and promote it.
2. The committee voted to not hold the Community Day this year, but rather to focus our energies this year on the Capital Campaign.
3. For the parish picnic, we will look to expand participation and potentially incorporate the shredder event. Gene suggested we also consider integrating electronics recycling. The picnic will be on a Saturday this year, and Father Mike asked that we nail down the date by our next Vestry meeting.

**Gene made a motion to accept the Communications Committee report. Passed unanimously.**

**Rick Toth distributed the Buildings and Grounds report.**

Items discussed:

1. Father Mike mentioned that a roofing company will be providing an estimate of costs for roof repair.
2. Rick discussed that the committee had assembled a 2017 Project list to focus on the most essential repairs and maintenance. Father Mike suggested that we need to break out which items on this list should be included in the Capital Campaign, and which should be considered general maintenance.

**Joanne made a motion to approve the Buildings and Grounds report. Passed unanimously.**

**Dale presented the Finance Commission Report.**

1. Dale noted that final pledge number for 2017 should be about $230K, same as last year.
2. Real Estate Attorney for St James Tomorrow – Tom Keenan is a parish member with local experience, and Chris and Gene will be meeting with him to scope out our efforts with the zoning and township commissions as we move forward.

**Barbara made a motion to approve the Finance Commision Report. Passed unanimously.**

**Dale also presented the Investment Summary.**

**Barbara made a motion to accept the Investment Summary Report. Passed unanimously.**

**Dale presented the Statement of Financial Operations.**

1. Dale noted that we now have $1.1M in assets, with $200K coming shortly as an estate gift.

**Jean made a motion to approve the Statement of Financial Operations Report. Passed unanimously.**

**New Business:**

**Prayers and Thanksgiving for parishioners.**

Father Mike discussed the many parishioners in need of our prayers due to illness and other issues. The need for pastoral care has grown so great, that Father Mike has requested a deacon to assist with pastoral care for our parish. We will pray for those in need at each vestry meeting going forward.

**Impact Report**

The Capital Campaign Committee, including Marilyn Hastings, James Thompson, and Ned Travis gave an update on the Campaign process to date:

1. The committee has constructed a Parish Survey to gather input from our members, which we reviewed.
2. They will be assembling 5 groups (millennials, etc.) to provide feedback on our future plans.
3. The committee will be scheduling two days of interviews after Easter (April 19th and 20th). This will be interviews with the 5 groups (6-8 members each), as well as 10 individual interviews with other parishioners.
4. This Sunday they will give a short presentation about what they are doing at our service.
5. The survey will be available on line and also paper copies.
6. The campaign committee came up with a name for the campaign, “St James Tomorrow”, which the vestry liked and concurred with.
7. The goal is complete the surveys and develop a feasibility report by the end of May, so that we can kick off the campaign in the Fall. Marilyn noted that Vestry members won’t be included in the interview groups, so as not to “intimidate” any of the groups. They may be included in the individual surveys.

**Prospective Vestry candidates**

1. The new brochures were distributed. One specific to St James, and one more general regarding Vestry duties.
2. The nominating committee will include Sarah, Jean, Rick and Joanne. They will be consolidating names of prospective Vestry members. Please send in your suggestions via email to this team by **Wednesday, March 1st.**
3. Barbara would also like Vestry feedback on the Vestry responsibilities brochure sent to her by **Wednesday, March 1st.**

Father Mike extended a “thank you” to Gene Goff and the Boy Scouts for their absolutely wonderful turnout for Boy Scout Sunday.

Joanne mentioned that the summary of Pledges of Talent from our parishioners have been distributed to the Vestry.

Gene brought up considering parishioners who may be able to respond to bids for contract work on our church.

**Dale made a motion to adjourn the meeting. Passed unanimously.**

Our next Vestry Meeting will be March 21st at 7:30.

**Closing Prayer and Adjourn**

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

Adjournment was at 9:30 p.m.

 Respectfully submitted,

 Jon Yenney, the

 Secretary of the Vestry

March 20, 2017