

A meeting of the Vestry was held in Platts Hall beginning at 7:30 p.m. on January 16, 2018. Present: Gene Goff, Joanne Tatem (People's Warden), Barbara Bateman (Rector's Warden), Dale Pennapacker (Treasurer), Jackie Dahlen, Rick Toth, Josh Ilgen, Drew Beck, Kathy Lochocki, Jon Yenney, Chris Kristofco, Melanie Jackson

Absent: Father Mike

The meeting was opened with the Vestry Prayer.

MINUTES.

Old Business:

- 1. Meeting minutes from the December 19th meeting were reviewed and approved with two corrections after a motion by Gene.**

New Business:

- 1. Capital Campaign Planning Team – Drew gave an update. Key points:**
 - a. Drew was thanked by the Vestry for his presentation to the Parish last Sunday after the 10:00 a.m. service.**
 - b. A Dessert event promoting the campaign was held in Platts Hall tonight.**
 - c. Dale noted that the Campaign got a fast start with \$30,000 coming in by the end of 2017.**
- 2. Outreach Building Update – Per Barbara, we are waiting for inputs from Penndot on our Plan so we can submit Blueprints all at once, hopefully saving money and time.**
- 3. 2018 Budget Review – by Dale.**
 - a. A few adjustments have been made since our last meeting. Snow removal estimate will be increased to \$6K for the Church and \$2500 from the Outreach House area.**
 - b. Dale noted that day care business has declined, thus less revenue for St. James.**
 - c. We are behind last year in number of pledges. Dale will be following up with about 10 Parish members to solicit their pledges.**
 - d. We do have 13 new pledgers or new parishioners who have pledged, which is good news.**
 - e. The Vestry discussed locking in the Budget now, and just tracking actuals during the year, rather than making changes in the Budget. There was consensus on this.**
 - f. Dale made a motion to approve the 2018 Budget with adjustments from the meeting. This was passed unanimously.**
- 4. 2018/2019 Vestry Recruitment – Discussion led by Barbara and Joanne.**
 - a. Two new recruits are needed for the Vestry.**
 - b. Joanne discussed the process and circulated the “Things to Know about serving on the Vestry” flyer.**
 - c. The requirements were reviewed, including member of St. James’ for at least one year, being involved in church activities, being a Pledger, and regular attendance.**
 - d. Barbara made a motion to change the By-Laws to require that vestry members be Pledgers. Passed unanimously.**
 - e. All Vestry are encouraged to send nominee suggestions to Kathy Lochocki or Mel Jackson, with a focus on diversity, women, and attendees from different services. The new Vestry will be determined at the April Annual Meeting.**
- 5. Key Parish Events Calendar – January through June was circulated for review. A few additional events were added. Please get any additional changes in as soon as possible.**

Commission Area Reports: Written reports on file.

- 1. Finance – Dale circulated and reviewed the December Financial Statement. He noted that we were \$6,400 over budget for 2017. Chris made a motion to accept the statement. Passed unanimously.**
- 2. Dale reviewed the Investment Account Summary. Joanne made a motion to accept the report. Passed unanimously.**
- 3. Communications report was submitted by Drew. He noted that we have a very busy Facebook calendar upcoming. Melanie made a motion to accept the report. Passed unanimously.**
- 4. Buildings and Grounds report reviewed by Joanne and Rick. Issues discussed:**
 - a. Rick mentioned that Mike Zankman will be putting in new electric panels, which is per the GKO Assessment.**
 - b. There was discussion of assessing the priority and order of upcoming maintenance projects in light of our big picture plans for the Church, in order to minimize any waste or rework. The Buildings & Grounds Committee will tackle this off line, and report back at the next Vestry Meeting.**
 - c. Dale made a motion that the Buildings and Grounds report be accepted. Passed unanimously.**
- 5. Outreach Report was reviewed by Jackie. Key points:**
 - a. There was discussion of tying in Outreach House volunteer work more directly with Martin Luther King Day next year, a great opportunity to get different groups involved in the spirit of this Day.**
 - b. Joanne made a motion that the Outreach Report be accepted. Passed unanimously.**
- 6. Parish Life report was reviewed by Melanie and Kathy.**
 - a. Melanie noted that Coffee Hour guidelines were in the works to help the process work more smoothly going forward.**
 - b. Joanne made a motion that the Parish Life report be accepted. Passed unanimously.**
- 7. Member Ministry report was circulated and presented by Barbara.**
 - a. Melanie made a motion that the Member Ministry report be accepted. Passed unanimously.**

Barbara led the Vestry with a closing prayer

Our Next Vestry Meeting is scheduled to be held on February 20th.

The meeting adjourned at 8:52 pm.

Respectfully submitted,

Jon Yenney, Secretary of the Vestry

January 21, 2018