

A meeting of the Vestry was held in Platts Hall beginning at 7:30 p.m. on March 27, 2018. Present: Gene Goff, Joanne Tatem (People's Warden), Barbara Bateman (Rector's Warden), Dale Pennapacker (Treasurer), , Rick Toth, Josh Ilgen, Drew Beck (by phone), Kathy Lochocki, Jon Yenney, Chris Kristofco, Melanie Jackson, Father Mike

Absent: Jackie Dahlen

The meeting was opened with the Vestry Prayer.

#### **MINUTES.**

#### **Old Business:**

1. Meeting minutes from the February 20th meeting were reviewed and approved with minor corrections after a motion by Barbara.
2. An e-vote was held in February, to approve the Parochial Report. A few numbers were questioned, resulting in Vestry approval dependent on the corrections being made. Dale did send the corrected figures to the Vestry prior to submission to the Diocese.
3. Barbara presented the revised wording to the Vestry By-Laws regarding the casting of electronic votes by the Vestry between meetings. Joanne made a motion to accept the updated wording. Passed unanimously.
4. Kathy and Melanie gave an update from the Nomination Committee – Newly nominated Vestry members are Ned Travis, Steve Jackson, and Peggie Spinozzi. There will be a vote at the Annual Meeting to accept the nominations as new Vestry members.
5. Annual Meeting date – due to conflicts, it was agreed to shift the Annual Meeting to 9 a.m. on April 29<sup>th</sup>. Barbara made a motion to accept this new date – Passed unanimously.
6. The Vestry Retreat was discussed. Planned for May 11<sup>th</sup> and 12<sup>th</sup>. Friday at 7 pm will be a Vestry dinner, followed by a morning meeting Saturday the 12<sup>th</sup> at 9 a.m. Barbara made a motion to approve these dates. Passed unanimously.

#### **New Business:**

1. Drew gave an update from the Capital Campaign Committee – our commitments are now up to \$360K, which is 72% of our internal goal (excluding any other creative gifts in the works). Bill Kilgour is mapping out follow-up steps in the Campaign.
2. Father Mike gave an update on the Outreach House building – we are still waiting on a date for final township approval. It was noted that St James' is donating a setback to the Township, which means among other things that St James' will not be responsible for sidewalks and curbs.
  - a. Father Mike noted that a Vestry Resolution to build the Outreach House, contingent upon Lower Providence Township approval, is needed to keep the ball rolling with the Diocese. Gene made a motion that we pass this resolution. Passed unanimously.
3. Joanne gave an update on planned tree work for the St. James' property. Buildings & Grounds has drafted an RFP for the needed work, and we will be getting three bids, due back by April 20<sup>th</sup>. There may be an e-vote if necessary at that time to approve the winning bid.
4. Annual Meeting plans were discussed. Barbara will circulate last year's slides which can be used as a template for this year's slides. All commissions should send in their updates to Barbara 7 to 10 days before the Annual Meeting.
5. Dale noted that the Vestry must separately approve the Rector's 2018 housing (parsonage) allowance of \$36,000. Rick made a motion to approve this allowance. Passed unanimously.

6. Dale reviewed highlights of the 2017 Audit Report. Barbara made a motion to adopt the Audit Report. Passed unanimously.
7. Joanne brought up the need for a planning committee to help organize Ron Davis' Retirement Celebration. A committee was formed, to include Joanne, Kathy, and Father Mike. There was discussion about timing, and it seemed that sometime in the summer may be best, given our busy Fall schedule.
8. There was discussion of an Amazon/Smile fundraiser for the Outreach House, which is starting to be worked on.

**Commission Area Reports: Written reports on file.**

1. Finance Committee – Dale distributed the Investment Committee report. Barbara made a motion to approve. Passed Unanimously. The Statement of Operations report has some errors, so Dale will be correcting and distributing for later review and approval.
2. Buildings and Grounds report reviewed by Joanne. Issues discussed:
  - a. Recent DIOPA training was attended by B & G representatives – very useful information.
  - b. There was discussion of sump pump for the St James' basement.
  - c. Chris made a motion to approve the Building & Grounds report. Passed unanimously.
3. Communications committee report was distributed by Drew.
4. Member Ministry report was circulated and presented by Barbara.
  - a. Barbara reminded the Vestry that there will be a social hour meeting for the new St. James' members, which will be held between services on Sunday, May 6<sup>th</sup>. Vestry members are expected to attend and welcome our newest parishioners.
5. Outreach and Parish Life reports were distributed by e-mail or at the meeting.
6. Drew made a motion that all Committee Reports be approved. Passed unanimously.

Father Mike showed the Vestry the Deacon stoles he bought for Lou's Ordination, expected for June 9<sup>th</sup>. Discussed was the possibility of hiring a bus to transport interested persons to Lou's ordination on June 9<sup>th</sup>, which will be at the Cathedral in Philadelphia. Cost and availability are being investigated.

Father Mike led the Vestry with a closing prayer

Our Next Vestry Meeting is scheduled to be held on April 17<sup>th</sup>.

The meeting adjourned at 9:10 pm.

Respectfully submitted,

Jon Yenney, Secretary of the Vestry

April 15, 2018