

St James Episcopal Church

Vestry Meeting Minutes

August 21, 2018

The Vestry met for their monthly meeting in Platt's Hall. Present: Fr. Mike, Gene Goff, Joanne Tatem (People's Warden), Barbara Bateman (Rector's Warden), Dale Pennapacker (Treasurer), Rick Toth, Josh Ilgen, Drew Beck (by phone) Jackie Dahlen, Peggy Spinozzi, Ned Travis, Steve Jackson Absent: Jon Yenney (Secretary)

Old Business

1. The meeting began with the Vestry prayer at 7:33
2. Vestry Minutes from July were not printed- will be reviewed and approved next month
Vestry Minutes from the Special Vestry Meeting on 8/7/18 were approved as written
3. There were no e-votes in July

New Business

1. New Outreach House Bids- Mininger did not include Steve Folk in their bid because his process for dirt replacement would delay the project for 2 weeks. They had a meeting today in which they asked Steve to reduce his price by 16K; Steve is deciding what he plans to do
 - a. Less expensive lights met specifications, saving \$10,000
 - b. Can we use our tax exempt status to buy materials to save \$40K? It was pointed out that St James would have to purchase the materials by check (not the contractor)
 - c. Fr. Mike announced that we have 90 days, not 30 days to decide on the bid
 - d. PENNDOT replied about our application; we have 4 things to fix for approval
 - e. Fr. Mike has not discussed a bridge loan with the Diocese – will revisit this after all unrestricted funds are considered and we have final bid
2. Electrical Work- We are waiting for estimate on repairs
3. Ron's Retirement Party- Many tickets sold so far, Icon gift is almost complete and will be mailed to Barbara
4. Ground Breaking Ceremony, Sept. 8th-Received 30 responses from guests and VIP's, everyone coming needs to respond to Lisa
5. New Business- None

Commission Reports

1. Finance-Dale said we have 3 people using VANCO so far- spread the word to increase usage
 - a. Hofsas Estate- We have received initial payment with 1st dividend to be in October, We will receive the remainder of principal by the end of the year
 - b. Statement of Operations and Investment Summary for July will be approved in September

2. Building and Grounds-Rick's report reviewed July's accomplishments throughout the property
 - a. We discussed and agreed that we would replace the railings in front of the church with new railings, no price estimate yet
 - b. The church sign at the corner needs work, Bell tower, belfry are upcoming projects
 - c. Fr. Mike noted that it will cost \$3000 to take off pew doors and upgrade all hymnal racks in order to gain 46 seats in the church. This would be done at cost

 - d. Buildings and Grounds Report was accepted

3. Communications – Drew (by phone) reported that the committee did not meet in July; next meeting is Sept 11
 - a. He discussed changing our phone system for lower cost and greater efficiency , will discuss further with Lisa
 - b. Fr. Mike announced that Lisa, Karen and Barbara wrote a Press Release that will be sent to the Diocese

4. Outreach- Jackie noted that there was an Outreach Meeting earlier tonight
 - a. 175 backpacks were distributed, we have some leftover, many were donated
 - b. September will be the last month to give eggs due to cost and our promise to the township that we only give out non-perishable food
 - c. Dale said that there is \$1600 left in Outreach budget
 - d. Barbara suggested contacting Lower Providence Township to partner for some projects
 - e. Fr. Mike reported that a grant was written for financial backing for Patty Packs. The cost of these is greater than the money we now have
 - f. Outreach report was accepted

5. Education- Fr. Mike reported that Lauren is planning to have 3 teachers in every classroom
One more teacher is needed

6. Member Ministry- there have been 18 new members since May, New Member Breakfast will be October 14th
 - a. Welcome Bags were made for Ursinus students through the Collegeville CDC
St James purchased fabric bags that say "St James Welcomes You", also included inside is a refrigerator magnet with the worship schedule
 - b. Report was approved

7. Parish Life- Dates will be set for Ham and Oyster dinner- profits may go to Outreach House because projected expenses are greater than cash on hand
 - a. Report was approved

8. Rector's Report- no report

The meeting ended with a prayer read by Fr. Mike and was adjourned

Respectfully submitted,

Peggy Schiavo Spinozzi (in absence of Jon Yenney, Secretary)