

A meeting of the Vestry was held in Platts Hall beginning at 7:30 p.m. on March 19, 2019. Present: Barbara Bateman, Dale Pennapacker (Treasurer), Drew Beck (Rector's Warden), Jon Yenney, Ned Travis, Peggy Spinozzi, Joanne Tatem (People's Warden), Josh Ilgen, Steve Jackson, Jackie Dahlen, Gene Goff, Bill Kilgour, Father Mike

Absent: n/a

The meeting was opened with the Vestry Prayer.

MINUTES.

Old Business:

1. Jon made a motion to approve the Vestry Meeting Minutes from February 19, 2019. Passed unanimously.
2. It was noted that there was an e-vote since the last meeting, which unanimously approved the 2018 Parochial Report.

New Business:

1. Dale gave an update on the new Outreach House project:
 - a. The address has been established, and framing starts in the coming week.
 - b. Continues to look like July timeframe for completion.
 - c. Father Mike noted that lumber arrives tomorrow, and work continues on the foundation.
2. Bill, Drew, and Janice Tabbut gave an update on the Capital Campaign "Antique Roadshow".
 - a. Janice reviewed the proposal. There was discussion of appraisals and tax deductions.
 - b. The appraiser's time is donated.
 - c. Target is June 22nd for the "Roadshow".
 - d. Ned made a motion to allow Janice to proceed with planning for the event. Passed with one vote in opposition.
3. Barbara gave an update on the Vestry openings for 2019.
 - a. All openings have been filled. Candidates are: Marilyn Hastings, Patty Earhart, and Sarah Deacle. Also, Ned Travis is completing a 1 year term and is eligible for election to a full 3 year term.
 - b. Joanne made a motion to accept the slate of candidates. Passed Unanimously.
4. Barbara gave an update on Diocesan Mediation regarding issues between two parish members and the Rector. There is no closure yet. Bud Holland will meet with the Bishop to sort out the final conclusion.
5. Dale gave an update on the parish budget for 2019.
 - a. Final drafts were circulated for review.
 - b. It was noted that there is an estimated \$78K deficit, due to higher expenses. This will need to be filled from parish investments. We need to keep growing our church to help cover the higher expenses going forward.
 - c. Drew made a motion to accept the budget. Passed Unanimously.
6. Josh gave a review on the By-Law revision project, which Josh, Joanne and Jon have been working on.
 - a. There was discussion of whether the updates should be developed as standard operating procedures, or changes to the By-Laws, which can be a larger effort.
 - b. The draft revisions were circulated, and Vestry members were requested to provide comments back by April 8th, so that we can move forward towards completion of the changes.

Commission Area Reports:

7. Buildings & Grounds – Gene

- a. There was discussion of the Tim Kane proposal to fix the floors and balcony foundation in the Parish Hall. This is a critical problem which can be a danger to parishioners.
 - b. Ned made a motion to proceed with this work on an emergency basis, using Tim Kane. It was noted that two other contractors were considered. Passed Unanimously. To be charged to account # 5-03-10-02, Capital Improvement Projects.
 - c. Gene also discussed the parking lot, which needs repair. The best approach appears to be to replace a 12 foot section in the center of the parking lot, to be economical but also to last a few years. Gene will be soliciting bids. One is owed by Steve Folk.
 - d. Drew made a motion that the B & G Report be approved. Passed Unanimously.
8. Finance Commission – Dale
- a. Dale noted that the January and February Financial Reports are not yet ready due to changes to their format. Dale will send the reports out in the coming week.
9. Communications – Drew
- a. Drew noted that the next Communications Commission meeting will be on April 9th.
 - b. The commission is working on a draft policy and communications guidelines. A draft document may be ready in the coming week.
10. Outreach – Jackie
- a. Jackie noted that men’s clothing was taken to St. John’s, which has a big need for men’s clothing, especially for their homeless clientele.
 - b. Carol has been working on the attitude of the Outreach House clients, and attitudes are much improved!
 - c. Peggy made a motion to approve the Outreach report. Passed Unanimously.
11. Member Ministry – Barbara
- a. Barbara reminded the Vestry that the new member breakfast is coming up on March 31st. There has been a low response so far. There will be further outreach to increase attendance.
 - b. Drew made a motion to approve the Member Ministry report. Passed Unanimously.
12. Education
- a. It was noted that currently we have a lack of high school youth in our Sunday School. This is expected to increase next year.
13. Parish Life – Joanne
- a. Bill noted that our Golf Outing will now be on September 29th, which is a date change.
 - b. Joanne reviewed the report.
 - c. Barbara made a motion to approve the Parish Life report. Passed Unanimously.
14. No Rector’s Report for this meeting.
15. Additional Topics:
- a. Drew noted that there will be forms on the St. James’ website for use in creating annual reports for the Commissions. Drew is reviewing the forms first before they are ready for use.
 - b. Bill discussed some of the issues with the existing cleaning service. These are being addressed. We can’t change service providers for a few more months.

Our Next Vestry Meeting is scheduled to be held on April 16th.

The meeting was closed with a prayer, and adjourned at 9:55 p.m.

Respectfully submitted,

Jon Yenney, Secretary of the Vestry

April 23, 2019