

A meeting of the Vestry was held via Zoom beginning at 7:30 p.m. on February 16, 2021. Present via Zoom: Jon Yenney, Ned Travis, Gene Goff, Steve Jackson, Peggy Spinozzi, Josh Ilgen, Bill Kilgour, Marilyn Hastings, Sarah Deacle, Patty Earhart, Drew Beck (Rector's Warden), Maeve Vogan, Father Mike, Phil Tatem

Absent: none

The meeting was opened with the Vestry Prayer.

MINUTES.

Old Business:

1. The January 26<sup>th</sup> Vestry Meeting Minutes were reviewed.
  - a. Ned made a motion to approve the Minutes, as amended at this meeting. Passed Unanimously.
2. There were no e-votes in between meetings.
3. Sidewalk project – Gene updated that Steve has completed another 1/3 of the work, so is progressing.

New Business:

4. Phil reviewed the near-final 2021 budget with the Vestry.
  - a. Several adjustments were made at the meeting based on discussions with Father Mike before the meeting and Vestry discussion at the meeting.
  - b. Several items should be lower this year, in part due to the Pandemic, such as copy machine expenses, etc.
  - c. Phil noted that Pledges for 2021 are down about \$30,000 from last year. Parishioners are continuing to be contacted to complete more pledges.
  - d. Snow removal will be higher this year, and it has already cost \$9,000 due to recent storms.
  - e. We are projected to have a deficit of \$81,000 this year. Higher than usual due to the Pandemic, but Phil hopes we can close this gap considerably via more pledges, looking for cost savings, etc.
  - f. It was noted that there remains about \$90,000 from the Capital Campaign, and all existing plans for the Campaign have been completed. This provides some buffer for the future.
  - g. Peggy made a motion that the Vestry approve the 2021 budget as adjusted. Passed Unanimously.
5. Father Mike discussed the Sacred Gifts ask from the Diocese. This was circulated before the meeting. The total Ask for St. James' this year is \$26,282. It was noted that this Ask was approved as part of the budget approval.
6. Father Mike discussed the Trash proposal for the Outreach House. Due to higher activity (and need), we need more trash pickups. Ned made a motion that we approve the more frequent pickups. The new cost will be \$363.75/month and charged to account number 5030600. The community need should go down over time and we should be able to return to less frequent service. Passed unanimously.
7. Sweet Ginger Cakery contract – Father Mike gave an update. This is in the works and will bring the church some income for use of our kitchen. Use will be primarily in the evenings from Thursday through Sunday. The initial agreement will be for six months to see how it goes.
8. Our Sexton, James, has provided a list of small jobs that need to be done around the church, per Father Mike. Gene made a motion per Father Mike's request that we approve extending hours for the Sexton to 12 hours per week from the current 10, to handle these projects. Passed Unanimously.
9. Father Mike gave an update on our live streaming project. It has already been installed, and there will be training shortly for operation and maintenance of the system. We may be able to live stream by this Sunday or Next.
10. Parochial Report. Phil is still working to complete this report. He noted that we were able to save \$6,000 or so on an Audit, by finding ways to stay under the \$500,000 threshold. The report is due to complete by March, it and will be circulated to the Vestry for an e-vote before the next Vestry meeting.
11. Annual Meeting – It was noted that everyone's reports are due, so please finish up ASAP if you haven't.

12. New Vestry Members – committee is working on it, with likely just one more person needed. A brief meeting with Father Mike and the new Vestry Member committee will be held immediately following this Vestry meeting.

Commission Area Reports:

1. Finance and Budget – Phil reviewed the Treasurer’s Report.
  - a. Gene made a motion to approve the Report. Passed Unanimously.
2. Communications – no report this month.
3. Outreach – No report this month.
4. Education – Father Mike reported
  - a. Father Mike noted that Lauren had distributed a written report to the Vestry (note, please add Jon to the distribution)
  - b. Ned made a motion to approve the Education report from Lauren. Passed unanimously.
5. Parish Life
  - a. Maeve and Ned reported that they have 7 responses to the survey about virtual foyer gatherings and coffee hours. Mixed results so far. Some interest but others prefer to wait it out. The survey is in Happenings.
  - b. Drew made a motion to approve the Parish Life report. Passed Unanimously.
6. Buildings & Grounds – Gene
  - a. The gas line repair has been completed.
  - b. Father Mike noted that we received a free Fryer from our friends at Bella Rosy, which Ned can add to our two fryers for future events.
  - c. Glebe House was discussed. Well/heater repairs made, and roof repairs may be needed soon.
  - d. Jon made a motion to approve the Buildings & Grounds report. Passed Unanimously
7. Other business:
  - a. Sarah is working with the Stewardship cards, to consolidate information we can use to see what time and talent our parishioners are interested in offering for various needs.

Marilyn made a motion to adjourn our meeting. Passed unanimously.

Our virtual Vestry meeting was closed with a prayer, and adjourned at 8:55 .m. Our next meeting will be held on March 16<sup>th</sup>, via Zoom.

Respectfully submitted,

*Jon Yenney*

Jon Yenney, Secretary of the Vestry

February 22<sup>nd</sup> , 2021