

**St. James Church**  
**Vestry Meeting Minutes**  
**May 17, 2022**

**Present:** Fr. Mike, Drew Beck, Barbara Bateman, Marilyn Hastings, Peggy Schiavo Spinozzi, Sarah Deacle, Francois Springuel, Chuck Rogers, Marc Wezner, Iva Ferrell, Josh Ilgen

**Absent:** Bill Kilgour, Janice Tabbut

The meeting was opened with the Vestry Prayer

**OLD BUSINESS**

1. The minutes were approved as amended with changes made about the audit for 2023
2. Evotes- there were 2 evotes approved: one to add Janice Tabbut to the Vestry and the other to allow the Treasurer to transfer funds from the Church Foundation to the parish checking account to be spent on general parish purposes. The funds will be considered to have been withdrawn from the Platt's Hall endowment fund and will be replenished when the Sherrod estate proceeds are received. The repayment will include any foregone interest and/or capital appreciation. There are no limits on the number of transfers but the total amount cannot exceed \$80,000. This motion will be valid through 2022.

**NEW BUSINESS:**

1. Landscaping- Francois and Marc spoke with Karen about plans for landscaping around the church however there would be costs incurred for buying items. We could supply our own labor with Blue Jean Sundays. Also James has available hours that could be used for edging the garden beds. Either Cub Scouts or parishioners can mulch gardens. Sign post bottoms should be surrounded by a mulched bed for less maintenance. We will need Vestry leadership and participation for this project.
2. Fundraising/Yard Sale- Peggy discussed the possibility of a rummage sale, it was decided to aim for the Fall. In the past at Community Days, Silent Auctions garnered \$5,000 profit however recreating Community Days includes vendors tables, Silent Auction Baskets, Food, advertising etc. To be determined if we will have a rummage sale or larger event.

Other fundraisers and Community events which raise money and bring community in are Ham And Oyster Dinner and Chicken BBQ. Fr Mike noted that there will not be a Ham and Oyster Dinner this year because we don't have anyone with the knowledge to carry it out.

3. Ushers- job is to welcome people, give them a bulletin and tell them where the bathroom is. Francois and Josh discussed possibility of having ushers bring the elements to the front for Communion with the Offeratory and including a child to bring up an item for Outreach. Fr. Mike is amenable to restarting this.
4. The Garage- Barbara noted that OH needs storage space for seasonal clothing but currently the middle bay of the garage needs to be cleaned out and repairs to windows are needed. Also, the

old wooden garage doors are extremely heavy. Fr. Mike will ask Tim Kaine for an estimate on garage door work. Francois will speak with Dean about removing junk from garage.

5. Outreach House Record Keeping/ Grants- New procedures are in place to keep track of all cash, in-kind and gift card donations as well as volunteer hours. As discussed at the Vestry retreat, part of OH donations will need to cover overhead. Donations have decreased significantly since the pandemic so grants are needed. Barbara Kimball has grant-writing experience and will start writing for grants for OH. We are also looking into possible fundraising ideas similar to those in the past at Bella Rosy, Olce Pizza and a possible Handbag Bingo in the future.
6. Increasing the Spend Rate for The Church Foundation- Phil is proposing that we use Act 141 to increase the current spend rate of 4.5% that we withdraw from TCF to 10% which would give us an additional \$10,000 to help us with our financial shortfall. We would repay it in the future, when able. The Vestry voted unanimously to increase the spend rate to 10%.
7. Lisa's PC- Lisa's hard drive is failing and unable to perform needed functions. The Vestry passed a motion to buy a new machine up to \$1400.
8. Business cards- It was suggested that we have business cards made available in the church with the times of our services printed on the back. These are inexpensive and Lisa has templates to design them. The Vestry agreed to have these made.

#### COMMISSION REPORTS

1. 61 families were served in April, there were 2029 pounds of donations- Outreach House report was approved
2. Treasurer's Report- We have a deficit of \$16, 237.90 in April. Outreach donations are less than 50% of budgeted amount. Food and Clothing is under budget but still \$4,500 more than contributions. Music program overage due to purchase of new choir robes. Phil will email corrected report for approval.

June meeting will be the second week of June, unsure if we will have a July meeting.

The meeting was closed with a prayer by Fr. Mike.

Respectfully submitted,

Peggy Schiavo Spinozzi

Vestry Secretary

