

St James Episcopal Church

Vestry Meeting

September 13, 2025

Present:

Barbara Bateman, Ryan Collins, Gene Goff, Sharon Hansen, Kathy Hutchinson, Tanya Millet, Chris Mycek, Candy Nyce, Geoff Pinney Sue Rice, Fr. Mike Sowards, Peggy Spinozzi, Janice Tabbut

Absent:

Mark Schultz

The Meeting was opened with a prayer by Father Mike.

OLD BUSINESS:

1. A **motion** was made and approved to accept the August minutes as written.
2. Between meetings 3 e-votes were taken and approved:
 - a. Add Janice Tabbut as 2nd signature to Church Foundation Short Term Investment Account – unanimously approved.
 - b. Authorize \$15.72K as 50% downpayment for A/C contract to lock in unit price - unanimously approved.
 - c. Authorize Mark Schultz to use a portion of the general memorial funds in the checking account to cover the cost of the History Center Windows and Shutters as part of the capital campaign. Janice voted no requesting further discussion, all other members voted to approve. Given the success of the capital campaign pledges, a **motion** was made and unanimously approved to rescind the vote authorizing Mark to move memorial funds from the checking account to the capital campaign in support of the history center windows and shutters.
3. Father Mike expressed his gratitude for the generosity of our members and provided an update on the Capital Campaign. To date, \$253K has been pledged. Work will continue as donations are received. Father Mike is meeting with the electrician the week of 9/15 to plan for the parking lot lighting needs. Windows have been ordered and the contractor is awaiting delivery.

NEW BUSINESS:

1. Two cleaning contract bids for the church building (excluding the Montessori school) were received. A 3rd company refused to bid. A **motion** was made and unanimously approved to accept the bid from Hardin Janitorial Service. The contract will be effective 10/1/2025. Cleaning of the Outreach House will now be completed by our volunteers.
2. A **motion** was made and unanimously approved to recommend Deacon Suzanne Clune to continue in the ordination process for priesthood.
3. For now, the memorial funds will be left in the checking account as a contingency for any issues encountered with the capital campaign projects. Longer term, if this money is not used, the vestry will discuss moving the general memorial funds from checking into the church foundation investment account.

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4. From our last meeting, Janice and Ryan are waiting on input for ads, as well as a list of vendors we use.
5. The Vets in Recovery Dinner is scheduled for 11/12.
6. A **motion** was made and unanimously approved to donate the proceeds of the Chicken BBQ to the Capital Campaign.
7. Since actions items are often buried in the minutes, the secretary will break out these items for a quick reminder of items and ownership.

OTHER Committee Updates:

Since this meeting was a lead into the Vestry Retreat Session, no committee updates were reviewed.

ACTION ITEMS:

1. Father Mike:
 - a. Have Sara provide a list of vendors to Janice and Ryan
 - b. Provide a list to the vestry of projects parishioners have requested to be added to the scope of the capital campaign project. The list will be used for use in future vestry funding prioritization.
2. Chris – provide feedback/input for social media ads to Janice and Ryan

Vestry Meetings are held the 3rd Tuesday of each month at 7:30pm in Platt's Hall.

A **motion** was unanimously passed to adjourn the meeting.

The Meeting was closed with a prayer by Father Mike.

Next Vestry Meeting – October 21,2025

Respectfully Submitted,

Kathy Hutchinson

Vestry Secretary