

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
April 21, 2009

A regular meeting of the vestry of St. James's Episcopal Church was held on April 21, 2009, pursuant to proper notice of time and place. Vestry members attending were Mrs. Eleanor Angle, Mr. Dick Bennett, Mr. Ron Cain, Ms. Jane Dowrick, Ms. Althea Frederick, Mrs. Pam Goggins, Mr. Bill Gregory, Ms. Barbara Guvernator, Mrs. Cary Milley, Mr. Thayer Montague, Mrs. Beth Moore, Mrs. Ann Rawls, Mr. Pierce Rucker, Mr. Mark Shuford, Mrs. Bobbie Smith, Mr. Scott Ukrop, Mr. Rich Walker, and Ms. Elizabeth Ware. Also attending was the Rev. Randolph Hollerith, Ms. Frances Caldwell, Mrs. Anita Lisk, Mrs. Betty Molster, and Mrs. Poconna Thiel. Mr. Hollerith served as chairman, with Mrs. Lisk serving as secretary.

The meeting opened at 5:00 p.m. with a service of Evening Prayer. The business of the meeting was called to order at 5:15 p.m. On motions made, seconded and unanimously approved, the agenda was adopted and the Minutes of March 17, 2009 Vestry meeting were approved.

COMMENTS & CONCERNS

Mr. Bennett remarked that the flowers for Easter were incredibly beautiful. Ms. Guvernator commented that there were so many people trying to attend the 9:00 a.m. Easter service that some left because they couldn't find seats. Holy Week services were also well attended.

Ms. Ware reported that the United Thank Offering raised over \$1,000 from approximately 125 contributors.

Mr. Hollerith thanked all those who hosted the men and boys of the Canterbury Choir, whose concert was amazing.

SPECIAL BUSINESS

Delegates and Alternates to Diocesan Council

Mr. Hollerith announced that Amanda Morton, whose term as a delegate to Council expires this year, is eligible to serve another term and is interested and willing to do so. Due to the increase in membership, St. James's is eligible for a sixth delegate and Mr. Hollerith proposed Mr. Alexander Slaughter for a term. Mr. Herbert Jones, whose term as an alternate to Council expires this year, is eligible to serve another term and is interested and willing to do so, and Ms. Janet Peyton has agreed to also serve as an alternate, if elected. There being no further nominations, the Vestry unanimously elected Mrs. Morton and Mr. Slaughter as delegates to Diocesan Council for terms ending in 2013, and Mr. Jones and Ms. Peyton as alternates to Diocesan Council for terms ending in 2011.

COMMITTEE REPORTS

FINANCE

Mrs. Rawls distributed the regular monthly financial reports, noting that expenses were in line and explaining how income is tracked.

STEWARDSHIP

Ms. Caldwell distributed a written report, noting that more income has been pledged than is budgeted.

Annual Fund Campaign

Pam Goggins will join Jay West as co-chairs for the 2010 Annual Fund campaign. Ms. Caldwell reminded the Vestry to note on their calendars the volunteer training dinner at 6:00 p.m. on September 14, the celebration kick-off for the campaign – “A Feast of Blessing” – on September 23, and Pledge Sunday on September 27.

Capital Campaign

Ms. Caldwell reported that 75 pledges for matching the Beirne Carter matching challenge grant have been made.

WORSHIP AND EDUCATION

Youth and Young Adults Ministries

Chris Edwards, Director of Youth and Young Adults submitted a written report. Approximately \$600 was raised for the Peter Paul Development Center garden project by the Rite-13 classes through their Palm Sunday pancake breakfast.

Mr. Ukrop reported that he and Mr. Edwards are discussing potential Sunday morning programming for high school youth after they have been Confirmed.

Worship

Ms. Frederick reported that, after discussing options for handicapped seating in the sanctuary with both Bobby Garland of Taylor & Parrish and Christine Newbold, the committee has determined to table this issue.

MISSIONS

The Haiti Mission team has returned from a successful trip and the Sudan mission team leaves on Monday, April 27. The Appalachia mission trip leaves on May 17 immediately following the services.

OUTREACH

Children's Center

Ms. Dowrick reminded the Vestry about the Children's Center annual fundraiser scheduled on Thursday, April 23.

FELLOWSHIP

Hospitality

Ms. Dowrick and Ms. Frederick expressed thanks to the parishioners who contributed goods for the clergy and choir brunch between services on Easter.

Welcome Ministry

Mrs. Goggins and Mr. Bennett reported that 85 invitations have been sent to recent newcomers and visitors for the newcomers' party on April 29 at the home of Liz and Jay Patton.

The committee is currently working out a process for contacting visitors. Weekly reports of any newcomer(s) will continue to be sent to the Vestry and Mr. Bennett encouraged Vestry members to contact the committee member assigned to any newcomer/visitor they may know and to also contact that person directly to welcome them to the church and answer any questions they may have.

VESTRY GOALS

Mr. Rucker submitted the report from his subcommittee, which is charged with determining goals for facilities, staff, and leadership, as follows:

1. Evaluate needs for additional secretarial/receptionist personnel, determine the job description for a full-time Facilities Manager, and funding for any new or increased position(s)
2. Establish an organizational chart of the staff
3. Determine specific responsibilities and create a time-line for the physical transition to the Michaux House in June and the return to the renovated education building in January/February
4. Be available to assist the Strategic Planning committee

Mr. Rucker said that, regarding the first goal, the committee has determined that additional secretarial/receptionist personnel does not need to be hired at this time and the hours for the Facilities Manager will increase, but will need to grow into a full-time position. A committee is being formed with leadership for the upcoming transition into the Michaux House to satisfy the second goal.

Mrs. Moore reported that her subcommittee, which is charged with determining goals for Stewardship and Communication, revised goals as follows:

1. Increase pledge participation so that there are at least 700 pledging units
2. Capitalize on opening Michaux House to engage newcomers, re-energize and inspire existing members, and communicate that the work with ministry in the new space begins immediately
3. Continue to evaluate communication tools regarding their efficiency and effectiveness
4. Successfully communicate transition into the Michaux House to the parish and position the Vestry as ministers of calm and order
5. Continue to improve communications effort with emphasis on developing a parish-wide directory and expanding use of electronic media

BUILDINGS & FACILITIES

Strategic Planning Task Force

Mr. Hollerith announced that the Vestry will use part of the regularly scheduled May meeting as a focus group for the Strategic Planning Task Force.

Mr. Rucker reported that the most recent meeting of the Task Force was very productive and expressed appreciation for the work of Stacy Brinkley, Pim Jager, and Stevie McFadden Toepke's subcommittee organizing the focus groups, including "naturally occurring affinity groups." The subcommittee will devise questions for the focus groups, as well as develop a survey that will be disseminated both on-line and on paper.

The Mission Statement subcommittee, whose members are Whitney Zimmerman, Gail Nardi, Richard Rumble and Chris Moore, is still reviewing the current statement and developing a revised one.

Building Report

Mrs. Molster reported that great progress has been made in the Michaux House and expressed high praise for Jim Goggins for his leadership as the chair of the Building committee and Bobby Garland, of Taylor & Parrish, who has kept the project on time and on budget.

Mrs. Rawls reported that she has met again with SunTrust bank to confirm their continued willingness to offer a bridge loan, as it has not yet been necessary thanks to the generosity of parishioners paying their pledges early but will likely be needed by May or June. Terms from the bank are slightly different than originally agreed, but still appropriate.

RECTOR'S REPORT

Mr. Hollerith asked the Vestry to keep Mark Whitmire in their prayers, as he suffers from kidney stones.

Mr. Hollerith reported that Ms. Caldwell and Chris Moore are submitting a grant request to the Jessie Ball duPont Foundation supporting a pilot program for a payday loan alternative sponsored by St. James's, Goodwill and the Virginia Credit Union.

The 2008 Parochial Report was distributed and, after review, on a motion made and seconded, was unanimously approved.

Mr. Hollerith reported that a parishioner had approached him requesting the use of the parish hall for a celebration following a blessing of his same-sex union. The request was made after Mr. Hollerith explained to the parishioner that the blessing of same-sex unions is not allowed in churches in the Diocese of Virginia, and that he, nor any of St. James's clergy, nor any priest in the Diocese, is allowed to bless same-sex unions even outside the church. The parishioner has accepted these terms and requested simply the use of the space for a celebration party. Mr. Hollerith has consulted with Bishop Johnston, Bishop Jones, and the current and several former Senior Wardens regarding the appropriateness of allowing this and all have agreed that, as long as the blessing is elsewhere and clergy not involved, it would be appropriate to allow the parishioner to have a celebration in the parish hall. While the choice whether or not to honor this request is Mr. Hollerith's decision, he said that he thought it important to bring before the Finance and Executive committee and the full Vestry so that all are aware of the request and could give him their viewpoints about it.

Mr. Hollerith called attention to the dates of upcoming events on the reverse of the agenda.

There being no further business the meeting was adjourned at 6:45 p.m.

Anita Lisk
Clerk

Approved:

Rev. Randolph Marshall Hollerith
Rector

Ronald A. Cain, Jr.
Senior Warden