

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
March 17, 2009

A regular meeting of the vestry of St. James's Episcopal Church was held on March 17, 2009, pursuant to proper notice of time and place. Vestry members attending were Mrs. Eleanor Angle, Mr. Dick Bennett, Mr. Ron Cain, Ms. Althea Frederick, Mrs. Pam Goggins, Ms. Barbara Guvernator, Mr. Thayer Montague, Mr. Pierce Rucker, Mr. Mark Shuford, Mrs. Bobbie Smith, Mr. Scott Ukrop, Mr. Rich Walker, and Ms. Elizabeth Ware. Ms. Jane Dowrick, Mr. Bill Gregory, Mrs. Cary Milley, Mrs. Beth Moore, and Mrs. Ann Rawls were absent. Also attending was the Rev. Randolph Hollerith, Ms. Frances Caldwell, Mrs. Anita Lisk, and Mrs. Poconna Thiel. Mr. Hollerith served as chairman, with Mrs. Lisk serving as secretary. Mr. Hollerith asked for prayers for Ann Rawls and her family, as they grieve the death of Ann's father.

The meeting opened at 5:00 p.m. with a service of Evening Prayer. The business of the meeting was called to order at 5:20 p.m. On motions made, seconded and unanimously approved, the agenda was adopted and the Minutes of February 17, 2009 Vestry meeting were approved. Mr. Hollerith noted that the first draft of this year's goals, as discussed at the recent Vestry retreat, were attached to the agenda and suggested that the sub-groups clarify the goals in their respective sections so that they may be presented for final approval at the April meeting.

COMMENTS & CONCERNS

Mr. Walker expressed concern about the upcoming mission trip to the Sudan, given the most recent reports of unrest in the country. Mr. Hollerith responded that he and the Rev. Dana Corsello had made calls regarding safety concerns and have been assured that the area of the Southern Sudan, where the mission team will be located, is not only stable, but far from the problems centered in the north.

Mr. Bennett reported that the Mardi Gras for Missions fundraiser was successful, in spite of the current economy. In addition to the funds raised through the ticket sales and auctions, a \$25,000 gift for missions was contributed by an anonymous donor who couldn't attend.

SPECIAL BUSINESS

Certification of Candidacy for Holy Orders

Mr. Hollerith circulated a statement certifying that the Vestry approves of the Candidacy of Holy Orders for Anne Lane Witt, a parishioner who is currently attending The General Seminary as part of her process to be ordained to the priesthood.

The Vestry members present signed the following statement:

We whose names are hereunder written, testify to our belief, based on personal knowledge and/or other evidence, that Anne Lane Witt is a confirmed adult communicant in good standing and possesses such qualifications as would be fitting for admission as a Candidate for Holy Orders.

COMMITTEE REPORTS

STEWARDSHIP

Ms. Caldwell distributed a written report, noting she had received a \$5,000 pledge that morning, bringing the total pledge income for 2009 to \$1,629,732 – which is more than is anticipated in the 2009 budget.

Ms. Caldwell re-introduced last year's Vestry Statements on Annual and Planned Giving. On a motion made and seconded, both the Vestry Statement on Annual Giving and the Vestry Statement on Planned Giving were unanimously approved as presented:

Annual Giving

What we give to the Church's work in the world depends on the relationship each of us has with God. In considering a level of commitment, we must reflect on and pray about our thankfulness to God for the good things given to us in this life. The Vestry supports charitable giving representing a percentage of one's income, with the hope that a pledge to support God's work at St. James's will be an individual's or family's largest charitable gift.

The Vestry acknowledges the Biblical tithe of 10% of annual income as the standard of giving to God's work in the world. We strongly encourage our fellow Vestry members and parishioners to be mindful of the tithe as we prayerfully consider our financial commitment to the vital work and ministry of this congregation in our community and in the world.

We further recognize that in order to expect parishioners to contribute a larger percentage of their giving and time to St. James's, the Church must communicate clearly how it uses its resources to support the ministries and maintenance of St. James's.

Planned Giving

In deep gratitude for the gifts that God has given us, we, the vestry of St. James's Episcopal Church in Richmond, Virginia, wholeheartedly approve and support the planned giving ministry of our parish. The health of our church is built on the generosity of many, some of whom are no longer with us. We give thanks for their gracious gifts while we recognize the responsibility each succeeding generation has to future generations and the continued strength of our parish.

We believe in the importance of returning to God part of what God has given us. Therefore, when we consider or review our individual estate plans we commit ourselves to make some provision for the St. James's Endowment Fund, Inc. should our individual circumstances permit. We encourage every member of the parish to do the same.

Annual Fund Campaign

The committee has begun plans for the 2010 Annual Fund campaign and Ms. Caldwell asked the Vestry to note on their calendars that Wednesday, September 23, will be the celebration kick-off for the campaign.

Capital Campaign

Ms. Caldwell reported that pledge payments are still being received and acquiring the construction bridge loan may now not be needed until April.

Planned Giving

Ms. Caldwell announced that she hopes to list the names of the members of the Legacy Society in an upcoming Chimes newsletter.

FINANCE

Mrs. Thiel distributed the usual monthly reports, noting that the church had received several "prior year pledges" payments even before reminder letters were mailed.

Mrs. Thiel reported that the credit card machine was used at the Mardi Gras for Missions fundraiser, collecting approximately \$8,000 in auction payments, as well as for book sales at the recent contemplative workshop with Br. Curtis Almquist from the Society of St. John the Evangelist. It was noted that the fee assessed the church is less if the machine is used for debit, rather than credit, transactions.

WORSHIP AND EDUCATION

Adult Education

Mr. Bennett reported that approximately 115 people participated in the recent workshop with Br. Curtis Almquist.

Children's and Youth Ministries

Kent Duffey, Director of Children's Ministries, and Chris Edwards, Director of Youth and Young Adults submitted written reports.

Mrs. Goggins encouraged the Vestry to attend the March 29 Sunday morning Forum, which will offer information about the Workshop Rotation Model being used for Sunday School next year.

Mr. Montague reported that the Rite-13 ceremony will be at the 9:00 a.m. service on March 29 and the 6th and 7th grade Rite-13 classes will provide the annual Palm Sunday pancake breakfast before the Stuart Circle parade on April 5. Proceeds from the breakfast will benefit the Peter Paul Development Center community garden project, which the Rite-13 classes are supporting.

Worship

Ms. Frederick expressed concern about safety on Sunday mornings and Mr. Walker assured her that several ushers generally remain in the narthex during the service.

MISSIONS

Mrs. Smith reported that the recent mission trip to Honduras was great, with good fellowship and relationship-building.

The Haiti mission trip had so many interested participants that two trips will be arranged – one in the spring and another in the fall.

Mr. Hollerith announced that Chris Edwards will lead the Appalachia mission trip.

OUTREACH

Children's Center

Ms. Dowrick submitted a written report, including the “wish list” of items the Center will need once the construction and renovation is complete.

FELLOWSHIP

Welcome Ministry

Mrs. Goggins and Mr. Bennett reported that the next Sunday morning newcomers’ “Meet & Greet” will be on March 22 and a newcomers’ party will be held on April 29 at the home of Liz and Jay Patton.

The committee members continue to be sent weekly reports of any newcomer(s), which Mr. Ukrop requested be sent to all Vestry members.

BUILDINGS & FACILITIES

Buildings

Mr. Ukrop reported that the new phone system is scheduled to be installed the end of March or beginning of April.

Strategic Planning Task Force

Mr. Rucker reported that the committee meets as a whole monthly and subcommittees meet periodically. Mr. Shuford added that the committee is currently developing questions for parish surveys.

TNT Committee

Mr. Hollerith announced that plans have been established for the use of the rooms in the Michaux House during the months of renovation to the current education building.

RECTOR'S REPORT

Mr. Hollerith distributed the Vestry policy to elect delegates and alternates to the annual Diocesan Council, along with the list of current delegates and alternates and their terms. Amanda Morton's term as a delegate and Herbert Jones' term as an alternate expire this year and both are eligible for re-election. Mr. Hollerith said that St. James's

may be eligible for a sixth delegate and needs to elect at least two or three alternates. Mr. Hollerith requested that the Vestry send him the names of possible candidates and he will propose willing candidates for election at the April meeting.

The final statistical report for 2008 and the attendance figures for February 2009 were distributed.

Mr. Hollerith remarked that the 11:15 a.m. service is broadcast live on 990 AM radio, and is Podcast and linked on the church's website.

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