

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
October 19, 2010

A regular meeting of the vestry of St. James's Episcopal Church was held on October 19, 2010, pursuant to proper notice of time and place. Vestry members attending were Mrs. Eleanor Angle, Mr. Dick Bennett, Ms. Jane Dowrick, Ms. Althea Frederick, Mr. Bill Gregory, Ms. Barbara Guvernator, Dr. Jan Harris, Mr. Scott Hetzer, Mr. Monty McFadden, Mrs. Cary Milley, Mrs. Dena Moore, Ms. Newnie Rogers, Mr. Mark Shuford, Mr. Rich Walker, Ms. Elizabeth Ware, and Mr. Stephen Watts. Mrs. Pam Goggins and Mr. Scott Ukrop were absent. Also attending were the Rev. Randolph Hollerith, the Rev. Ann Dieterle, Anita Lisk, Mrs. Poconna Thiel, Mrs. Virginia Whitmire, and Mr. Chip Woodson. Mrs. Kent Duffey was a special guest. 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 5:25 p.m. A motion to adopt the agenda was made, seconded and unanimously approved.

COMMENTS AND CONCERNS

Mrs. Angle commended Valerie Hubbard for her work on the Parish Resource Guide. It was noted that most of the photos used in the guide were by Chris Moore.

SPECIAL BUSINESS

Godly Play

Mrs. Duffey reported that she had recently attended a seminar on *Godly Play*. She plans to introduce it as the preschool curriculum next year. Mrs. Duffey demonstrated a story using a Parable Box, and explained how the curriculum works and the class environment it establishes. Next year the Sunday School will begin to use some of the *Godly Play* terminology in the younger elementary school-aged classes to help with their transition into the *Growing in Faith* rotation model curriculum.

Mr. Hollerith commended Mrs. Duffey on her phenomenal job in researching and implementing these two excellent children's programs into Sunday School.

Seminarian Candidacy

Mr. Hollerith reminded the Vestry that seminarians go through three stages in the ordination process: Aspirant, Postulant, and Candidate for Holy Orders. Mr. Hollerith reported that Herbert Jones has reached the stage in his process to be a Candidate for Holy Orders and the Vestry is asked for their support of his candidacy. Both Mr. Hollerith and Mr. Watts spoke in favor of Mr. Jones' qualities and encouraged the Vestry's support. On a motion made and seconded, the Vestry unanimously approved support of Herbert Jones as a Candidate for Holy Orders and affixed their signatures on a letter of support to be sent to the Diocese.

FINANCE REPORT

Ms. Ware distributed the monthly financial reports, noting that a large amount of pledges were paid in September and October is also looking good, thus far. While the receivables are better than this time last year, they still do not meet budgeted expectations. However, Ms. Ware anticipates a good end of the year. Expenses are generally in good shape and an application for a technology grant from the Jessie Ball duPont Fund is expected to help cover the expense of the purchase of some new computers.

Expenses for the Feast of St. James's will be more than budgeted because the event will be held off-site and that wasn't expected when the budget was being created. The radio/video expense line is also over, as expected when the decision was made to switch to webcasting the services. Webcasting allows for tracking the number of "hits" to the site and, thus far, the indication is that the services are getting lots of people watching.

COMMISSIONS REPORTS

WORSHIP COMMISSION

Hospitality and Fellowship

Ms. Frederick reported that the October Brunch had lower attendance than expected. Brunch will be offered again in November, but will need to meet the guarantee of 200 to break even for the caterer.

Ms. Frederick also reported that the Hospitality committee provided the reception following the Blessing of the Animals service.

STUDY COMMISSION

Children's Ministries

Mrs. Duffey submitted a written report. Mr. Shuford remarked that an initial investment in resources needed for *Godly Play* will need to be budgeted for 2011.

Youth and Young Adults Ministries

Chris Edwards, Director of Youth and Young Adults, submitted a written report. The Youth Christian Formation committee met and Mr. Edwards laid out for the committee members the importance of taking the time to discern what the youth program should look like, its goals, and how its success would be measured.

Mrs. Angle referenced Mr. Edwards report of recent Young Adults activities.

Adult Education

Ms. Dieterle reported that the fall programs are in place, thanks to the Rev. Bob Hetherington, and she and the Adult Education committee are currently developing the spring semester. The committee plans to promote alternative formation programs beyond Sunday morning offerings, such as book clubs and studies and Movie Theology.

SERVICE COMMISSION

Mr. McFadden distributed a written report, which included a questionnaire developed for lay leaders to give their input about the ministries in which they are involved. Ms. Warman submitted a report of Servant Ministry highlights.

Outreach and In-reach

Mrs. Moore wrote a “job description” for a lay leader who would coordinate the “Every Member has A Ministry (EMHAM) Lenten program and was happy to report that Angie Wilcox has agreed to serve in this role.

Mrs. Moore is also creating “Playbooks” for each of the service ministries that will identify what each is, and what are the responsibilities of the chair and committee members.

Missions

Mr. Hetzer reported that the Mission committee is still working on dates for several mission trips and hope to have all determined by the end of November so that teams can be recruited.

FOUNDATION COMMISSION

Communication

Mr. Watts distributed written report and commented that Maggi Tinsley has agreed to assist the committee with social media efforts. Mr. Watts again commended Valerie Hubbard, Director of Communications, on her excellent work and encouraged the Vestry to do all it can to make her position full-time.

Stewardship

Mr. Woodson distributed a written report. Approximately 475 people have made reservations for the Feast of St. James’s. Mr. Woodson said that co-chairs Trent McFadden and Ty Toepke are doing a great job. Pledge cards and the Case Statement will be mailed after the Feast in anticipation of Pledge Sunday on October 31. Mr. Ferd Baruch was the speaker at the Volunteers’ Training Dinner and Pam Goggins and Scott Ukrop presented an excellent Stewardship Forum. The challenge will be to reach those who don’t attend the Feast, nor the Forum, nor read the materials sent in the mail and posted online.

Mr. Hollerith thanked Mr. Woodson for his great leadership.

Buildings and Grounds

Mr. Bennett distributed the Facilities Use Policy, as developed by the committee. He also reported that the front steps of the church will be re-caulked before winter and brought to the Vestry’s attention the need to replace the church portico within the next few years.

Mrs. Whitmire commented that the 10-year organ maintenance work is about three-quarters completed.

Memorial Garden

Mr. Hollerith noted that, since David Barnett has been Facilities Manager, the fountain in the Memorial Garden has worked every day.

LIAISONS

Episcopal Church Women

Ms. Ware reminded the Vestry that the ECW Bazaar, co-chaired by Debbie Krey and Amy Clifton, will be November 11 and 12, and many volunteers are needed. Ms. Ware also reported that over 100 participated in the recent UTO Ingathering, generating approximately \$1100.

Children's Center

Mr. Watts reported that the Children's Center benefit concert by Hope Harris raised approximately \$6800. The Association of Retarded Citizens (ARC) will be presenting and award to Geraldine Johnson, the Director of the Children's Center.

OTHER COMMENTS

Rev. Ben Campbell's Sunday Forum

Mr. Bennett commented on the recent Sunday Forum presentation by the Rev. Ben Campbell, Executive Director of Richmond Hill. Mr. Campbell's Forum remarks were sent to the Vestry in advance of the meeting and Mr. Bennett particularly called to the Vestry's attention Mr. Campbell's challenge to St. James's to be "children of light" in the city. He encouraged the Vestry to really consider what St. James's response should be to the challenge. Mr. Hetzer mentioned that the Missions committee was considering a "Richmond mission" and how to best accomplish that. Mr. Shuford noted that Mr. Campbell's challenge ties in with the Strategic Plan, as well.

Mr. Hollerith said that he sensed that the Holy Spirit was moving through the Vestry as the leadership of the parish and that "If ministry is done thoughtfully and intentionally, then other concerns will take care of themselves."

Mr. Hollerith said that he will arrange for the Vestry to take the "Windshield Tour" of the East End offered by the Rev. Lynne Washington, Executive Director of the Peter Paul Development Center, as well as some time for the Vestry to meet with Mr. Campbell.

RECTOR'S REPORT

Mr. Hollerith thanked the Vestry for a wonderful, albeit a bit embarrassing, birthday recognition and gifts, saying it was a joy for him to have served as Rector of St. James's for the past ten years. Mr. Hollerith also said that he was proud and grateful for the work being done by the Vestry.

Mr. Hollerith noted that the Feast has become a way for parishioners to introduce friends to St. James's and encouraged the Vestry to make newcomers welcomed at the upcoming celebration.

Mr. Hollerith reminded the Vestry to review the upcoming events on the reverse of the agenda.

There being no further business the meeting was adjourned at 6: 57 p.m.

Anita Lisk
Clerk

Approved:

Rev. Randolph Marshall Hollerith
Rector