

Minutes of a Regular Meeting
of the Vestry
of St. James's Episcopal Church
October 10, 2017

A regular meeting of the Vestry of St. James's Episcopal Church was held on October 10, 2017, pursuant to proper notice of time and place. Vestry members attending were Mr. Willson Craigie, Mr. Ralph Cummins, Mrs. Becky DeCamps, Mr. Matt Harper, Mrs. Kathe Hetzer, Mr. T.A. Hickman, Mr. Scott Hurt, Mr. Dave Johnson, Mr. Jay Jordan, Mr. Harry Moore, Mr. Connell Mullins, Mrs. Beth Skidmore, Mrs. Laura Strickler, and Mr. Michael Whitlow. Mrs. Louise Bald, Mrs. Peggy Crowley, Mrs. Erin Jewett, and Mrs. Tina Sherrod were absent. Also attending were staff members the Rev. Dr. John McCard, the Rev. Carmen Germino, Ms. Suzanne Hall, Mr. Russell Lawson, Mrs. Anita Lisk, Mrs. Poconna Thiel, and Dr. Mark Whitmire. Dr. McCard served as chair, with Mrs. Lisk serving as secretary.

The meeting opened at 5:00 p.m. with a service of Evening Prayer, with the business of the meeting beginning at 5:25. Motions to adopt the agenda and approve the Minutes from the September 19, 2017 regular meeting were made, seconded, and unanimously approved.

COMMENTS & CONCERNS

Mrs. DeCamps commented that the recent Bluegrass Mass was great and all agreed that it was a joyous service with excellent attendance. Thanks were expressed to the Whitmires, the West Gallery Choir and Guitar Ensemble, and guest musicians.

Mr. Cummins reminded members of the Vestry to spread the word that texting and driving can lead to deadly results.

Mrs. DeCamps questioned the frequency of in-home communion visits by Lay Eucharistic Ministers and Dr. McCard said that he would check into that.

FINANCIAL REPORTS

Finance

Mr. Moore distributed and reviewed the September 2017 financial report and noted that it is as expected overall. Mr. Moore noted that, when comparing pledge receipts needed with previous years, it is obvious that significant pledge receipts will be needed in the final quarter to make the budget. Mr. Moore continued that it is expected that the plate offering budget line will likely fall short. The staff has been asked to curtail expenses as much as possible through the end of the year. While December is traditionally a strong income month, Mr. Moore said income and expenses for the last three months of the year are critical.

Stewardship

Ms. Hall distributed and reviewed the current “dashboard” report for the Annual Giving campaign, which showed a comparison in pledges between this year and last. Ms. Hall reported that the initial stewardship results are strong, with more people pledging for a greater total

compared to the same time last year; however, more people have either kept their pledge the same or decreased it. There are many modest gifts, which reiterates the importance of every pledge.

Ms. Hall also reported that 380 RSVPs for this year's Feast of St. James's have been received to date. Additional volunteers are needed, as the event will be held on-site to welcome the McCards "home" to St. James's.

Ms. Hall announced that parishioner Jim Ukrop will be honored on November 17, National Philanthropy Day, and presented with a Lifetime Achievement Award.

Mr. Moore commended Ms. Hall and the Annual Giving and Feast Committees for all their time and effort. He said that they have creatively developed a different approach to the annual Feast when asked to trim their budgets this year.

Mrs. DeCamps also commended Ms. Hall and the Peer-to-Peer initiative to call everyone in the parish. Ms. Hall said the effort has been phenomenal for both those calling and those receiving the calls.

Mr. Whitlow asked how the church can convey pledge information (such as the median gift is lower than last year's) to the parish and it was agreed that it is time to communicate the importance of annual giving to the church. Education efforts must be made to help change behaviors in the younger generations so that they understand that they will need to contribute more as the older generation passes on.

COMMITTEE REPORTS – *Community and the World*

Written reports were distributed and reviewed.

Welcome

The Committee gained five new members through the recent Servant Ministry Fair and have had a well-attended "Meet & Greet" following the Bluegrass Mass. The usual newcomer party held in the fall has been cancelled due to the many "welcome" parties for the McCards.

Children's Center

Mrs. Hetzer reported that the Center has full classrooms for 2-year-olds and pre-Kindergarten and the couple of openings in the 3- and 4-year old classrooms are expected to be filled in October. The Center is now administering a new development assessment screening to help determine if children have developmental delays or challenges. The Center has begun working with Partnership of Families Northside for at-risk children.

The Children's Center recently thanked their donors at a very well attended party at the home of Mary and Dick Fowlkes.

Missions

Ms. Germino reported that the Cuba mission team recently had returned after a good week helping to rebuild St. Peter's Church in Santiago. She also reported that an advance mission team had recently visited Nashville to explore the possibility of a mission to Thistle Farms. The Missions Committee is discussing several new initiatives, including an incentive program to offer a discount for a first time missionary. Ms. Germino also remarked that she is still seeking volunteers to serve as the chairs for the annual Mardi Gras for Missions fundraiser next February.

Outreach and In-reach

A summary of recent servant ministry efforts was submitted by Nancy Warman, Director of Servant Ministries. Mr. Mullins highlighted the recent successful Servant Ministry Fair, which offered parishioners the opportunity to meet with lay leaders of a multitude of ministries and sign up to become involved.

Stewards of the Earth

Mr. Harper reported that the Diocesan Task Force on the Stewardship of Creation recently held a teleconference to share information about actions taken by different churches.

Mr. Harper announced that co-chair Britt Van Deusen has stepped down but the Committee continues to be led by Monica Lewis. Ms. Germino suggested that Vestry members may want to offer their thanks to Mrs. Van Deusen for creating this committee when she was Junior Warden.

Outreach Vestry Fund

Mr. Mullins reported that the Committee had met and allocated the \$95,000 budgeted, as follows:

Group/Agency	2016 Allocation	2017 Request	2017 Allocation
ACTS	\$17,900	\$20,000	\$18,000
CARITAS	\$3,000	\$3,000	\$3,000
Circle Center Adult Services	\$2,500	\$2,500	\$2,600
Circles RVA	n/a	\$5,000	\$1,500
CHIP of Richmond (Family Lifeline)	\$1,600	\$5,000	\$1,700
Crossover Ministries	\$2,400	\$10,000	\$2,600
Daily Planet	\$2,300	\$2,500	\$2,700
Drive to Work	\$1,700	\$2,500	\$1,300
Fan Free Clinic (now Health Brigade)	\$2,300	\$4,000	\$2,600
Gateway Homes	\$1,600	\$5,000	\$2,000
Good Choice	\$1,000	\$2,000	\$700
Grace on the Hill	\$1,000	\$3,000	\$1,000
Home Again	\$1,400	\$2,800	\$2,000
Housing Families First (fka Hilliard House)	\$1,400	\$1,500	\$1,400
Liberation Family Services	\$1,000	\$2,000	\$1,000

Group/Agency	2016 Allocation	2017 Request	2017 Allocation
Peter Paul Development Center	\$15,400	\$20,000	\$16,100
Richmond Peace Education Center	\$700	\$1,500	\$800
Safe Harbor	n/a	\$5,000	\$2,500
Shepherd Center	\$1,700	\$2,000	\$1,900
St. James's Children's Center	\$10,500	\$15,000	\$13,000
Stop Child Abuse Now (SCAN)	\$1,400	\$3,000	\$1,600
The Healing Place	\$8,200	\$10,000	\$8,400
REAL LIFE	\$1,000	\$2,000	\$1,400
Virginia Supportive Housing	\$3,500	\$5,000	\$3,500
YWCA	\$1,500	\$2,500	\$1,700
GRAND TOTAL	\$85,000	\$136,800	\$95,000

Mr. Mullins expressed his and the Committee's appreciation for the additional funding this year. He noted that several new organizations were funded this year, including Circles RVA, Safe Harbor, and REAL LIFE and gave an explanation of each organization's purpose.

Mr. Jordan remarked that showing what's being done on behalf of St. James's is inspiring. Mrs. DeCamps commented that it was clear that the Committee was careful in their choices and are being good stewards of these funds. Mr. Mullins commented that the Committee still meets at different agencies and welcomed Vestry members to join them anytime.

NEW BUSINESS

Dr. McCard announced that the date the Diocese has set for his installation as St. James's 14th Rector is January 17, 2018. He will be establishing a committee to plan the details for this "Celebration of a New Ministry."

JUNIOR WARDEN'S REPORT

Mr. Harper reported that he would have further information about signage at the November meeting. The Strategic Buildings and Grounds Committee is thoughtfully looking at buildings and grounds needs over both the short and long-term, determining costs, and planning for how to pay for those needs. The Committee plans to utilize consultants to determine what equipment the

church has, its condition, and how much longer it will last before replacement or significant repair is necessary. Similar assessment and maintenance scheduling work will be done for our building structures. The consultants' work is subject to approval by the Vestry due to cost considerations.

RECTOR'S REPORT

Wyatt and Mason Beazley, the current lay leaders for the volunteer counters, have announced that they will step down at the end of the year. Dr. McCard said that he is considering asking the Vestry to assume the responsibility for counting the weekly plate offering and invited the Vestry's thoughts about that. He emphasized the need for confidentiality and trust and thought it was appropriate for the Vestry to take on this task.

Dr. McCard invited the Vestry to join him on November 13 for a "Lunch and Learn" tour of the East End with the Peter Paul Development Center.

Dr. McCard remarked that the recent reception to thank Dr. Thom Blair for his service as Interim Rector was great.

Dr. McCard announced that the clergy would be attending the Diocesan Clergy Retreat at Shrine Mont the beginning of the next week and he would travel to Nashotah House for meetings in the middle of the week before returning to Shrine Mont for the annual Parish Retreat weekend.

The Diocese has announced that Bishop Ted Gulick is retiring and the Diocese will elect a Suffragan Bishop to work from the Northern Virginia office.

OTHER

The attendance report for September was distributed.

Dr. McCard reminded the Vestry to review the upcoming events listed on the reverse of the agenda. He noted that he will attend the groundbreaking ceremony for Congregation Beth Ahabah's building renovations on Friday, October 27.

There being no further business, the meeting adjourned with a benediction by Dr. McCard at 6:50 p.m.

Anita Lisk
Secretary

Approved:

Rev. Dr. John McCard
Rector

Peggy Crowley
Senior Warden