

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
October 16, 2012

A regular meeting of the vestry of St. James's Episcopal Church was held on October 16, 2012, pursuant to proper notice of time and place. Vestry members attending were Mr. Ryon Acey, Mrs. Louise Bowles, Mrs. Margy Brown, Mr. DeWitt Casler, Dr. Jan Harris, Ms. Mimi Herington, Mr. Scott Hetzer, Mr. Jay Jennings, Mr. Michael Lantz, Mr. Steve McCoy, Mr. Monty McFadden, Mrs. Dena Moore, Ms. Mary Watt New, Ms. Newnie Rogers, Mrs. Kendal Sibley, Mrs. Britt Van Deusen, and Mr. Stephen Watts. Also attending were the Rev. Randolph Hollerith, Mrs. Anita Lisk, Mrs. Poconna Thiel, Mrs. Virginia Whitmire, and Mr. Chip Woodson. 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. Motions to adopt the agenda and approve the Minutes from the September 18, 2012 regular meeting and the October 5, 2012 special meeting were made, seconded and unanimously approved.

COMMENTS AND CONCERNS

Children's Center

Mr. Hollerith and Mrs. Moore reported to the Vestry the sequence and content of meetings with Geraldine Johnson, the Children's Center staff, the church staff, the Children's Center Board, and the parents of the students enrolled in the Children's Center. Letters explaining the situation at the Center have been sent to the parish, the Children's Center parents, and donors not associated with the parish.

FINANCIAL REPORTS

Mr. Jennings reported that the review of the 2011 finances by auditors was nearly complete.

Mr. Jennings distributed the monthly financial reports, noting that approximately \$546,000 in pledge receivables need to be collected before the end of the year. He expects to accept the Endowment Fund's offer of \$65,000 to balance the budget. \$60,000 was transferred from cash reserves, which will be reimbursed at the end of the year after pledges have been received. \$40,000 has been withdrawn from the Music designated fund to help pay expenses for the upcoming trip to Italy.

The Endowment has agreed to give \$10,000 to help fund Centennial celebrations this year.

Stewardship

Mr. Woodson reported that the Feast and Annual Giving planning was going well. Mr. Acey is serving as the Table Host Dinner chair, which will be this week. The Feast is next week and over 400 have responded that they plan to attend. The Case Statement and pledge cards have been designed and will be printed and in the mail next week.

Mr. Woodson also reported that the Planned Giving committee has come up with some good ideas, which will be implemented in the next calendar year.

Brent Winn is working on the Memorial Book to commemorate those who contributed to the recent Fan the Flame capital campaign.

Mr. Woodson thanked the many volunteers working on all the stewardship related activities.

Mr. Hollerith reported that Matt Presson has volunteered to be the historian for the archive items from the cornerstone time capsules. He is inventorying and documenting them and will arrange certain items for display at the Feast and, thereafter, at the church.

COMMISSIONS REPORTS

WORSHIP COMMISSION

Worship

Dr. Harris reported that the average attendance thus far for the new Jazz Mass is around 100.

Hospitality

Mrs. Bowles reported that the committee is hosting the reception for the upcoming Three Choirs Evensong on November 11.

Ms. New reported that the Fan Woman's Club provided the reception for Kay Zambrana's funeral.

Call & Welcome

Ms. Herington reported that the first "Meet & Greet" for newcomers in September was well attended and reminded the Vestry that Gloria Prevatt and Michael Smith have agreed to host the party for newcomers in December.

STUDY COMMISSION

Adult Education and Children's Ministries

Mrs. Sibley reported that the Adult Education committee plans to meet soon and she has met with Becky Page, the new Director of Children's Ministries.

Youth Ministries

Mrs. Sibley reported that attendance in 6th and 7th grades, and 9th through 12th grades is good, but Mr. Riffie is working to improve the attendance in the 8th grade class.

SERVICE COMMISSION

Ms. Warman distributed a written report for Servant Ministries. Mr. McFadden reported that Service Commission subcommittees all had upcoming meetings, therefore, he had nothing to report at this time.

FOUNDATION COMMISSION

Mr. Watts distributed a written report regarding Buildings and Grounds activities.

LIAISONS

Episcopal Church Women

Ms. Rogers reported that work for the “Taste of St. James’s,” continues to go well, with presales outpacing the same time last year. A party featuring wine and hors d’oeuvres bake sale items for sale, and the “A Taste for the Arts” art show and sale, will kick off the event on Wednesday evening, November 14. The art, depicting food or food-related items, have all been painted and donated by artists who are parishioners. All proceeds from the Taste of St. James’s benefit the Food Force program. Art sales will benefit other programs, as determined by the leadership of the ECW.

Ms. Rogers announced that the annual meeting for the Diocesan ECW will be at Christ Church next week.

Preliminary planning for the bi-annual WomanKind symposium has begun.

SENIOR WARDEN’S REPORT

Mrs. Moore announced that, as Ecumenical Parking LLC has been dissolved when the parking deck property was returned to St. James’s and Beth Ahabah, a committee needs to be appointed to manage the parking deck. On a motion made and seconded, the following people were nominated as St. James’s representatives to serve on this committee:

Stephen Watts, Junior Warden

David Barnett, Facilities Manager

Massie Valentine, Endowment Fund representative

Wilson Trice, Counselor

The motion was unanimously approved. Mrs. Moore reminded the Vestry that St. James’s has a 76% interest in the parking deck, and Beth Ahabah 24%.

Mrs. Moore asked the Commission chairs to review their respective goals, as established at this year’s Vestry Retreat, and plan to report on their progress and status at the November meeting.

RECTOR’S REPORT

Mr. Hollerith thanked Mrs. Moore for her leadership during the recent difficulty with Geraldine Johnson and the Children’s Center, and also thanked the Vestry for their continuing dedication to the church.

OTHER

Mr. McCoy expressed an interest in discussing after-hours access to the Michaux House, particularly in light of the upcoming CARITAS Intake. Mr. Watts said that he hopes to address this issue soon.

The service attendance report for September was distributed.

Mr. Hollerith encouraged the Vestry to read all the written reports and to take note of the dates and events on the reverse of the agenda.

There being no further business the meeting was adjourned at 6:50 p.m.

Anita Lisk
Clerk

Approved:

Rev. Randolph Marshall Hollerith
Rector

Dena Moore
Senior Warden