

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
December 15, 2015

A regular meeting of the vestry of St. James's Episcopal Church was held on December 15, 2015, pursuant to proper notice of time and place. Vestry members attending were Mr. Willson Craigie, Mrs. Peggy Crowley, Mrs. Becky DeCamps, Mrs. Carol Ann Fuller, Mr. Matt Harper, Mr. Knox Hubbard, Mr. Jay Jordan, Mrs. Carrie Montague, Mr. Harry Moore, Mr. Connell Mullins, Mr. Tom Porterfield, Ms. Gloria Prevatt, Mr. Allan Rees, Mrs. Tina Sherrod, Mr. Geoff Sisk, Mrs. Bobbie Ukrop, and Mrs. Norvell Whitaker. Mrs. Kathryn West was absent. Also present were The Rev. Randolph Marshall Hollerith, The Rev. Hilary Streever, Mrs. Mary Beth Abplanalp, Ms. Suzanne Hall, Mr. Russell Lawson, Mrs. Anita Lisk, 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 5:25 p.m.

Motions to adopt the agenda and approve the Minutes from the November 17, 2015 regular meeting were made, seconded, and unanimously approved.

COMMENTS & CONCERNS

Mrs. Fuller commented that St. James's is good about racial reconciliation in terms of outreach, but she expressed concern about whether or not there are any Confederate symbols at St. James's and, if so, wondered if the Vestry could discuss what to do about them. Mr. Sisk suggested documenting the Confederate symbols in the church to help prompt discussion. It was agreed that the Vestry will view any symbols at the beginning of the January Vestry meeting, with discussion following.

Mr. Harper noted that the easel in the Narthex with signs listing the activities and study opportunities is very helpful.

FINANCIAL REPORTS

Mr. Moore distributed the monthly financial reports. He expressed frustration with the amount of pledges received in November. While expenses are on budget, income is not and he projected a deficit for the year.

Stewardship

Ms. Hall distributed a written report. She noted that there are more new pledges for 2016 than were received for 2015. The campaign continues, as fewer pledges for 2016 have been received than were made for 2015. Calls have been made to those who have pledged in the past but haven't yet for 2016. Letters are being sent to those who have not pledged in the last two years.

Mrs. Crowley recommended calls be made in January and thanked those on the Vestry who have already made calls. Mr. Sisk said that time is needed for the earlier start to the Annual Giving campaign to bear fruit.

COMMISSION REPORTS

WORSHIP COMMISSION

Ms. Prevatt distributed a written report.

Hospitality Committee

Ms. Prevatt said that she is proud of St. James's and the Hospitality Committee for the reception for the recent Three Choirs Evensong.

Call & Welcome Committee

Ms. Prevatt reported that the occasional "Meet & Greet" gatherings have had to be cut back due to so many other things going on Sunday mornings.

Worship Committee

Mr. Hubard reported that the pew cushion estimate will be slightly higher than previously reported due to measurement differences. He also reported that the committee is investigating the best way to dispose of the old cushions and have several good options.

Mrs. DeCamps reported that twelve new members have joined the Altar Guild and a sixth team has been added. Current teams will be slightly changed in order to add in new members, as well as assign a few experienced members to the new team. The newly reconfigured teams will begin in January. Newly revised training manuals have been prepared by Mrs. DeCamps and Mrs. Lucy Meade, Altar Guild Chair, and will be distributed to team members. Mr. Hollerith commended Mrs. DeCamps on her efforts to codify the work of the Altar Guild for all the different services.

Mrs. DeCamps also reported on a new effort to reach out to families who have their children baptized as St. James's. A group of parishioners have recently been trained as Baptism Guides. The Guides have been divided into three teams, with each team meeting with parents and Godparents for three classes prior to a child's baptism. The teams have met to compare feedback from their classes and to be sure the classes are consistent, regardless of which team is leading them.

STUDY COMMISSION

Mrs. Montague distributed a written report.

Children

The Sunday School Christmas Pageant is scheduled for December 20, with Mrs. Kate Gareau directing.

Children's Ministry leaders are exploring how to create more structure during the Children's Chapel time during the 9:00 a.m. service.

Youth

Mrs. Montague and Mrs. Abplanalp reported that the new Sunday morning “Youth Group” format has been well-received, with good energy and fun for both the youth and their leaders. They felt that pushing awareness of youth ministry has been very helpful to generate energy for the program.

The recent cooking class was very popular, with youth and adults preparing food items to be sold at the Taste of St. James’s Food Force Fundraiser. Mrs. Abplanalp particularly noted that it was good to connect the youth to the wider efforts of the church and she hopes to continue to grow youth ministry participation for both youth and adults.

Mrs. Abplanalp also reported that Harrison Clark, who is active in St. James’s youth programming, has recently been elected to serve as the Youth Delegate from Region X at Diocesan Council in January.

Young Adults

Mr. Hubard thanked Mrs. Abplanalp, Ms. Germino, Mr. Rees, and the Young Adults lay leadership team for their efforts thus far this year. A list of Fall/Winter activities is included in the written report under the team’s three focus sections of Play, Grow, and Serve. Plans for the Spring are also included.

Mr. Hubard encouraged the Vestry to join Young Adults on Saturday, December 19, as they provide the party at the Peter Paul Development Center and distribute the Giving Tree gifts.

Adults

Mrs. Streever provided a written report and Mrs. DeCamps created a spreadsheet with details of Adult Education opportunities and attendance throughout the fall semester.

A group counseling opportunity for those experiencing grief and loss will be offered during Advent to those who find the holidays particularly difficult.

The recent monastic spirituality short course on Sunday mornings has generated the interest of parishioners who wish to meet monthly for “Intentional Spirituality” with Brother Leo Campos convening the session and Mrs. Streever serving as the group’s chaplain.

WomanKind registration is now available online. The Rev. Becca Stevens, one of the WomanKind speakers, will present a Forum especially for men on the Sunday morning following the Friday/Saturday symposium. The Forum’s focus is for men who wish to know better how to support the women in their lives.

Mrs. Streever invited the Vestry to consider participating in the annual retreat to the Society of St. John the Evangelist monastery, which will be in late April/early May.

LIAISONS

ECW

Mr. Hollerith reported that the recent Taste of St. James’s fundraiser for the Food Force was another great success.

Children’s Center

Mrs. Whitaker reported that the Christmas party for the children on December 15 was great.

The Children's Center has about fifty new donors and is still working on fundraising to meet their goal this year. They are planning to have a retreat for their board in January.

JUNIOR WARDEN'S REPORT

Mr. Harper reported that energy-efficient LED lighting has been installed.

An assessment of the steeple to evaluate whether or not it is structurally sound has been done by engineers, which found that the structure is good. However, rainwater leaks are evident in several places and will need repair. Fortunately, the leaks are not near the organ.

Bids to upgrade the electrical panel for the sanctuary, Gibson Hall and the Parish House are currently being accepted.

Two proposals to replace the chiller have been received and a third is expected soon.

SENIOR WARDEN'S REPORT

Mr. Sisk thanked Mr. Hubbard and Mrs. DeCamps for their thorough work on the needed replacement of the pew cushions. Mr. Sisk also said how much he appreciated Mr. Harper in his efforts as Junior Warden and all that he does on behalf of the church's building and grounds.

Nominations for the next Vestry class are open through early January. Mr. Sisk encouraged the Vestry to send either him or Mrs. Lisk names of candidates to consider.

Mr. Sisk concluded by wishing everyone a Merry Christmas and a Happy New Year.

RECTOR

Mr. Hollerith explained that Ms. Germino was not at the meeting because her father-in-law was undergoing heart surgery and she was with the family.

Mr. Hollerith expressed his appreciation and thanked the staff for all their hard work, especially this time of year and preparing for Christmas and the end of the year.

The Worship Attendance report for November was distributed.

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

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

Anita Lisk
Secretary

Approved:

Rev. Randolph Marshall Hollerith
Rector

Geoff Sisk
Senior Warden