

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
March 18, 2014

A regular meeting of the vestry of St. James's Episcopal Church was held on March 18, 2014, pursuant to proper notice of time and place. Vestry members attending were Mr. Ryon Acey, Mrs. Peggy Crowley, Mrs. Carol Ann Fuller, Mr. Matt Harper, Ms. Mimi Herington, Mr. Knox Hubard, Mr. Michael Lantz, Mr. Steve McCoy, Mrs. Carrie Montague, Mr. Harry Moore, Ms. Gloria Prevatt, Mr. Allan Rees, Mrs. Kendal Sibley, Mr. Geoff Sisk, Mrs. Bobbie Ukrop, Mrs. Britt Van Deusen, and Mrs. Kathryn West. Mrs. Norvell Whitaker was absent. Also present were the Rev. Randolph Marshall Hollerith, the Rev. Ann Dieterle, the Rev. Carmen Germino, the Rev. Alex Riffie, Mr. Russell Lawson, 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.

Mr. Hollerith introduced and welcomed the new class of Vestry members.

Motions to adopt the agenda and approve the Minutes from the February 11, 2014, regular meeting were made, seconded, and unanimously approved.

COMMENTS AND CONCERNS

Mrs. Sibley expressed concern about the security of credit card processing for payments to the church, as a number of instances where credit cards were used to register for WomanKind had trouble. Transactions had been ending with an error message, which confused people. Mr. Lawson said that he was aware of the problem and, while there are no longer errors, he is still monitoring transactions.

Mrs. West expressed thanks to all those on the Vestry who helped with the Mardi Gras for Missions fundraiser, which was very successful. Ms. Prevatt also expressed gratitude for the generosity of all those who donated goods and services for the auctions. It was noted that the event had record attendance with many younger people participating.

SPECIAL BUSINESS

Election of Vestry Officers

Mr. Hollerith nominated Mr. Steve McCoy to serve a second term as Senior Warden. There being no further nominations, on a motion made, seconded and unanimously approved, Mr. McCoy was elected to serve a second one-year term as Senior Warden.

Mr. McCoy reminded the Vestry that last year a succession plan for Junior Warden was put in place. He nominated to serve as Junior Warden Mrs. Britt Van Deusen, who shadowed Mr. Stephen Watts, a three-term Junior Warden, most of last year. There being

no further nominations, on a motion made, seconded and unanimously approved, Mrs. Van Deusen was elected to serve a one-year term as Junior Warden.

On motions made, seconded and unanimously approved, Mrs. Ann Rawls and Mrs. Katharine Hoffmann were elected to serve again as volunteer Treasurers and Anita Lisk was elected to serve as Registrar.

Mr. Hollerith announced that Mr. Ryon Acey has agreed to serve as Finance Chair.

Authority to Conduct the Church's Business

On a motion made and seconded, the Vestry unanimously adopted a resolution provided by Davenport to approve that the Senior and Junior Wardens, the Financial Secretary and the Director of Stewardship and Development are authorized to buy, sell, assign and endorse for transfer, certificates representing stocks, bonds or other securities now registered or hereafter registered in the name of this church.

On a motion made and seconded, the Vestry unanimously adopted a resolution provided by SunTrust to approve the authorization for the Senior and Junior Wardens, the Finance Chair and the Treasurers to sign checks drawn on the church's accounts.

Vestry Greeter

A sign-up sheet for volunteers to serve as monthly Greeters at the church door was circulated.

FINANCIAL REPORTS

Mr. Acey distributed the monthly financial reports and reviewed the income and expenses through the end of February. Mrs. Thiel explained that the percentage of the annual budget used should be around 16% at this time of year, though some line items may be higher if they reflect payments on contracts that are paid annually rather than monthly. Mr. Acey noted that income was in good shape.

For the benefit of the new Vestry members, Mr. Hollerith explained what each of the reserve funds at Davenport are.

Mrs. Thiel encouraged anyone with questions about the finance statements to contact her.

Stewardship

Mr. Woodson distributed a written report, including the final pledge summary for 2014, noting that there is a slight increase in pledge income since the budget was approved. He acknowledged that 2014 income is comparable to last year's and the average pledge is slightly under \$3000. Mr. Woodson especially noted that 72 people who had previously pledged had not made a pledge for 2014, for a variety of reasons, and that accounts for \$119,119 in lost income. When contacting some of those 72, Mr. Woodson was assured that personal circumstances had changed for them and their not pledging was not an indication of dissatisfaction with the church.

Mr. Woodson said that he had gotten several good ideas for the next annual campaign from the recent Consortium of Endowed Episcopal Parishes conference.

Mr. Woodson also reported that another \$25-35,000 in Fan the Flame payments are expected over the next three years and will be directed to the reserve fund for the new sanctuary sound system, as previously determined by the Vestry.

COMMISSIONS REPORTS

Mr. Hollerith distributed Commission and Committee assignments for the year and announced that there will be an opportunity for committees to meet together at the upcoming Vestry Retreat. He encouraged members of the Vestry to contact either him or Mr. McCoy with any questions or concerns about assignments.

WORSHIP COMMISSION

Ms. Herington reported that several parishioners had joined the Call and Welcome committee through the recent Ministry Fair.

SERVICE COMMISSION

Mr. Acey reported that the recent In-reach and Outreach Ministry Fair had generated many volunteers for a variety of ministries and thanked the Hospitality committee for providing the refreshments.

On behalf of the Missions committee, Mrs. West reported that Ms. Germino, Mr. Zach Reid, and Mr. DeWitt Casler would be returning to Cuba in April at the invitation of the Cuban Bishop to explore a mission opportunity to build a camp and conference center on land that the Diocese owns. Ms. Germino commented that the Missions committee has found that it is often a good investment of time and funds to do an exploratory trip like this before sending a team.

FOUNDATION COMMISSION

Mrs. Van Deusen distributed a Buildings and Grounds report, noting that there are several small projects underway. She also said that the repair work for the furniture and replacement of the carpet affected by the water damage last year is close to wrapping up. Other, larger, repairs are being considered during this year.

LIAISON REPORTS

Children's Center Sunday will be on March 23. The Center will be featured at the Forum and the loose plate offering for the day will benefit the Center.

SENIOR WARDEN'S REPORT

Mr. McCoy commented that the Finance and Executive committee would welcome any Vestry member who wished to attend. Mr. McCoy said that he was looking forward to the upcoming Vestry Retreat and remarked that it is a great opportunity for Vestry members to get to know each other better.

Mr. McCoy also thanked Mr. Riffée for his thoughtful and loving presence in the lives of St. James's youth and children and wished him well in his new position as Rector of St. James, Louisa. Mr. Riffée's last day at St. James's will be April 6.

RECTOR'S REPORT

Mr. Hollerith reported that Mrs. Kristin Wickersham, a parishioner and parent at St. James's who is currently in the ordination process, has agreed to serve as Interim Youth

Director. Mr. Hollerith has assembled a search committee to help him with interviews for candidates for the Youth Director position, which may or may not be ordained clergy.

Mr. Hollerith thanked the Vestry for their support while he and his wife, Melissa, were in New Orleans for Mardi Gras, followed by Spring Break vacation. Mr. Hollerith announced that he will take the remainder of his sabbatical, along with his regular vacation, in June and July this summer. Mr. Hollerith expressed his gratitude to the parish for allowing him to complete his sabbatical.

OTHER

Ms. Dieterle will be leading a Pilgrimage to Spain in June for 19 participants to walk the last 100 kilometers of the Camino de Santiago.

Ms. Germino will be leading a two-week Pilgrimage to the Holy Land in November and the 14 pilgrims will take courses at St. George's College in Jerusalem.

Mrs. Whitmire invited the Vestry to attend the upcoming concert featuring the choirs of St. James's, St. Stephen's and St. Paul's, which will be held at St. Stephen's on Friday, March 21.

Mrs. Van Deusen announced that Mrs. Wickersham is the featured speaker at the next ECW lecture series on Tuesday, March 25. Her topic is "Prayer without ceasing" and all Vestry members are encouraged to attend.

Mr. Hollerith remarked that he has heard from many who are interested in and enjoying the annual Lenten "God In Your Inbox" series. Ms. Prevatt commended Ms. Germino for adding a photo response to a "word of the day" as part of the series.

Mr. Moore reported that the Thursday Men's Breakfast Bible Study will host renowned author and Celtic Spirituality scholar John Philip Newell on March 20 and invited anyone interested to attend.

Mr. Hollerith reminded the Vestry to take note of all the upcoming events listed on the reverse of the agenda. A list of Vestry meeting dates for 2014-15 was distributed and Mr. Hollerith asked the Vestry to make note of the exceptions to the usual dates.

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

Anita Lisk
Secretary

Approved:

Rev. Randolph Marshall Hollerith
Rector

Steve McCoy
Senior Warden