

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
March 20, 2012

A regular meeting of the vestry of St. James's Episcopal Church was held on March 20, 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. Mr. Jody Wilcox was absent. Also attending were the Rev. Randolph Hollerith, the Rev. Ann Dieterle, the Rev. Carmen Germino, the Rev. Alex Riffie, 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 February 28, 2012 meeting were made, seconded and unanimously approved.

COMMENTS AND CONCERNS

Mr. Riffie was happy to announce that his wife, Yinghao Long, matched her residency to VCU Medical Center and will begin in June.

Mr. Hollerith thanked the members of the Vestry for giving their time to participate in the recent Vestry Retreat. Goals for 2012 that were established by each Commission at the retreat were distributed.

The Parish Choir was congratulated on their upcoming engagement to sing Evensong at the Washington National Cathedral and for their recent Evensong at St. James's.

FINANCIAL REPORTS – JAY JENNINGS, CHAIR

Mr. Jennings distributed monthly financial reports and reviewed the income and expenses. Mr. Hetzer commented that the Missions committee anticipated additional revenues for the Mardi Gras fundraiser.

COMMISSIONS REPORTS

WORSHIP COMMISSION – DR. JAN HARRIS, CHAIR

Dr. Harris noted that much of the work of the Worship Commission involves programming and, therefore, additional expenditures.

Worship

Mrs. Moore inquired if the Worship committee was still considering the creation of an alternative service on Sunday evenings. Mr. Hollerith replied that the program staff is still discussing options for this.

Hospitality

Ms. New reported that the Hospitality committee recently provided goods for the Evensong reception. Mrs. Bowles and members of the committee will also provide the dinner for the candidates for Bishop Suffragan, their spouses, and members of the Transition Committee before the upcoming Diocesan “Walk Abouts” for the candidates that will be held at St. James’s. The committee is also planning for the brunch for clergy and choir members between services on Easter Day.

Call and Welcome

Ms. Herington reported that the committee will meet later in the week.

STUDY COMMISSION – KENDAL SIBLEY, CHAIR

Ms. Sibley distributed a written report which included brief highlights about the programming for Adult Christian Formation, Young Adults, Children’s Christian Formation, and Youth.

Children’s Ministries

Mrs. Kent Duffey, Director of Children’s Ministries, submitted a written report, which particularly noted that Vacation Bible School will be held the week of July 9-13, 2012.

Youth Ministries

Mr. Riffie reported that the Youth Group is getting bigger as he continues to build relationships with youth and their parents.

SERVICE COMMISSION – MONTY MCFADDEN, CHAIR

Mr. McFadden distributed a written report.

Out-reach and In-reach

Mr. McFadden reported that the annual “Every Members Ministry” (EMM) is in full swing, having offered a forum about In-Reach ministries with plans for the Forum on Sunday to be about Outreach ministry opportunities.

Mr. McFadden offered thanks and appreciation for the communication efforts involved in this campaign, which include articles in the Sunday bulletin wrappers, the eChimes and the quarterly Chimes.

Missions

Mr. Hetzer reported that both the Honduras and the Gonaives, Haiti mission trips went well.

Ms. Germino reported that St. James’s has developed a new mission relationship with the World Pediatric Project. Oyayah is a three-year-old boy from St. Vincent who will come to Richmond in April for cardiac surgery. St. James’s will gather a team to welcome and care for this child and his family traveling with him, as well as contribute financially to the project. Mrs. Moore commented that Lord and Lady Ballentine from St. Vincent have children enrolled in St. Christopher’s and St. Catherine’s and may be a resource for this project.

Mr. Hetzer also reported that, in addition to the funds raised through Mardi Gras, the church has received a \$3,500 grant from the Reynolds Foundation for missions, which will be used for contributions to the places where the mission teams go and for scholarships for mission team members and staff participation.

Mr. Hetzer remarked that interest in some of the current mission trips may be waning but the committee is confident that St. James's can continue to sustain eight or nine mission trips annually.

FOUNDATION COMMISSION – STEPHEN WATTS, CHAIR

Buildings and Grounds

Mr. Watts distributed a written report, particularly noting the recommendations for safety and security made by the Philadelphia Insurance Company. Mr. Watts recently attended an informative event regarding safety and security in churches that was hosted by the police department.

The expansion of cellular equipment in the steeple, as previously discussed, is in process.

Ms. Herington expressed her continuing concern about the graffiti on the back of Gibson Hall. Mr. Watts responded that, once discovered, efforts are made to report graffiti to the police and to clean the area as soon as possible.

Stewardship – Chip Woodson

Mr. Woodson distributed previous Vestry statements on Annual Giving and Planned Giving and requested that the Vestry review them and contact him if they have any recommendations for changes. Mr. Woodson intends to use these statements in upcoming Annual and Planned Giving campaigns. He will present final versions at the April Vestry meeting for vote.

Mr. Woodson reported that pledges to the current Annual Giving campaign remain about the same as last month. The Planned Giving committee will be hosting events to promote opportunities for planned gifts.

LIAISONS

Episcopal Church Women – Newnie Rogers

Ms. Rogers reported that the ECW will host its annual meeting and spring party on April 29 in Valentine Hall. The event will be a celebration and will also will introduce plans for the next year.

Children's Center – Michael Lantz

Mr. Lantz reported that the Center is planning a one-time only fundraising campaign to raise monies for scholarships from the John Conrad, Jr. Fund. As previously recommended, the Center will use an audit separate from the church's in their fundraising efforts.

SENIOR WARDEN'S REPORT

Mrs. Moore added her thanks to all who had participated in the Vestry retreat and said that she appreciated the inclusion of the 2012 Commission Goals in this meeting's materials.

Plans are being made to frame the recently adopted Resolution commending the staff and to determine the place to display it and how to communicate it to the parish.

Mrs. Moore requested that Mr. Acey regularly report on the activity of the Vestry Outreach Funding committee.

RECTOR'S REPORT

Mr. Hollerith requested that all Vestry members personally make an effort to extend hospitality to newcomers at church at every opportunity. Ms. Herington commented that she volunteers each month to send a letter from the Stewardship office welcoming anyone who has requested a letter of transfer to St. James's in the previous month.

The service attendance report for February 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.

Mr. Hollerith reminded the Vestry that St. James's will host one of the Diocesan "WalkABOUTs" for the six candidates for Bishop Suffragan on Friday, March 23.

Mrs. Whitmire announced that St. James's will host the annual spring choral concert for St. Christopher's and St. Catherine's schools on Monday, April 16.

There being no further business the meeting was adjourned at 6:40 p.m.

Anita Lisk
Clerk

Approved:

Rev. Randolph Marshall Hollerith
Rector

Dena Moore
Senior Warden