

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
April 19, 2011

A regular meeting of the vestry of St. James's Episcopal Church was held on April 19, 2011, pursuant to proper notice of time and place. Vestry members attending were Mrs. Eleanor Angle, Mrs. Louise Bowles, Mr. DeWitt Casler, Ms. Jane Dowrick, Ms. Barbara Guvernator, Mr. Scott Hetzer, Mr. Jay Jennings, Mrs. Dena Moore, Ms. Mary Watt New, Ms. Newnie Rogers, Mr. Mark Shuford, Ms. Elizabeth Ware, Mr. Stephen Watts, and Mr. Jody Wilcox. Mrs. Margy Brown, Dr. Jan Harris, Mr. Monty McFadden, and Mr. Rich Walker were absent. Also attending were the Rev. Randolph Hollerith, the Rev. Ann Dieterle, Mrs. Anita Lisk, Mrs. Virginia Whitmire, and Mr. Chip Woodson. Mr. Hollerith served as chairman, with Mrs. Lisk serving as secretary. Mr. Bill Gregory and Mrs. Jennifer Sisk attended the beginning of the meeting as special guests.

The meeting was called to order at 5:00 p.m. and began with a prayer. Motions to adopt the agenda and approve the Minutes from the March 15, 2011 meetings were made, seconded and unanimously approved.

SPECIAL BUSINESS

Memorial Garden Book

Mr. Gregory and Mrs. Sisk presented the Memorial Garden Book of Remembrance, which includes biographical information on those buried in the Memorial Garden. Mr. Harrison Higgins has designed and built a special cabinet to hold the book, which is located in the Gibson Hall atrium. Mr. Hollerith thanked Mr. Gregory and Mrs. Sisk for taking on this project and bringing it to fruition.

Ordination to the Diaconate

Mr. Hollerith announced that Mr. Herbert Jones is finishing his final year in seminary and will be ordained a Deacon in June. One of the final steps in his process of ordination is a letter of support of the Vestry and a letter indicating this support was circulated for Vestry signatures.

Election of Council Delegates and Alternates

Margaret Corwin, whose term as a Delegate to the annual Diocesan Council expires this year, has chosen not to be nominated for re-election. Ms. Janet Peyton, who currently serves as an Alternate to Council, has agreed to stand for election as a Delegate. Mr. Richard Rumble and Ms. Mickie Jones have agreed to stand for election as Alternates. Mr. Mark Shuford, as Senior Warden, will also serve as a Delegate. On a motion made and seconded, all nominees were elected. This year's Council Delegates and Alternates are:

Delegates (& Class)

Thomas Baker (2014)
Amanda Morton (2013)
Janet Peyton (2015)
Alex Slaughter (2013)
Mark Shuford (*Senior Warden term*)
Wilson Trice (2012)

Alternates (& Class)

Ruth Modlin Ellett (2012)
Mickie Jones (2013)
Richard Rumble (2013)
Bobbie Smith (2012)

FINANCE REPORT – MS. ELIZABETH WARE, CHAIR

Ms. Ware distributed monthly financial reports and reviewed the income and expenses, noting that pledge payments for this year are ahead of the same time last year and are on target for this year's budget. Expenses are also on target.

Ms. Ware brought to the attention of the Vestry a new report on income and expenditures for each mission trip. Mr. Hetzer commented that the Mission committee hopes to contribute \$5000 for each mission. Income is generated by fees paid by mission team members to cover the expenses incurred for the trip.

COMMISSIONS REPORTS

WORSHIP COMMISSION – DR. JAN HARRIS, CHAIR

Call & Welcome

Ms. Rogers reported that the last newcomers "Meet & Greet" was very well attended, thanks to follow up phone calls to those invited made by Ms. Mimi Herington.

Mr. Hollerith reported that the Sunday morning webcasts are reaching out and get about 170 "hits" each Sunday.

Music

Mrs. Whitmire reminded the Vestry of several upcoming musical events, including recognitions of the Cherub, Children's and Youth Choirs and their respective cantatas, the Jazz Eucharist, and the Memorial Day concert "In Memory of the Fallen."

Hospitality

Ms. Dowrick reported that several volunteers were involved in preparing the Easter brunch between services on Easter for the choirs and clergy.

STUDY COMMISSION – MRS. LOUISE BOWLES, CHAIR

Mrs. Bowles distributed a written report from the Study Commission.

Children's Ministries

Kent Duffey, Director of Children's Ministries, submitted a written report. Mrs. Bowles noted that recruitment for Sunday School shepherds and teachers for the next program year will begin in the spring.

Adult Education

Ms. Guvernator reported that the committee was working on a theme for the next program year.

SERVICE COMMISSION – MR. MONTY MCFADDEN, CHAIR

Out-reach and In-reach

Mrs. Moore distributed a report on the Every Member's Ministry (EMM) program, which will culminate on Easter morning when parishioners bring their commitment cards to the altar. Angie Wilcox and Mrs. Moore will go through the cards in preparation for contacting the appropriate lay leaders with the names of those who have expressed interest in their ministry. The committee is working with a time frame of getting that information to the lay leaders of the various ministries in the first 10 days after Easter, and reaching out to all people who submitted commitment cards by the end of May.

Missions

Mr. Hetzer reported that the recent Sunday Forum featuring missions was well attended. The next three mission trips will be coming up soon – Appalachia, Southern Sudan, and the Youth mission in the East End.

FOUNDATION COMMISSION – MR. STEPHEN WATTS, CHAIR

Communication

Mr. Casler said that the Communications committee would be meeting soon.

Stewardship

Mr. Woodson distributed the Annual Giving and Fan the Flame reports. He announced that more pledges than last year have been received and more money has been pledged than was budgeted for the 2011 operating budget. Mr. Woodson also reported that 90% of the Fan the Flame Capital Campaign pledges have been received.

Mr. Jennings said that the Planned Giving committee would meet soon.

Mrs. Angle said that the Annual Giving committee has met and plans for the 2012 campaign are being discussed but there was nothing to report at this time.

LIAISONS

Episcopal Church Women – Ms. Elizabeth Ware

Ms. Ware announced that the annual ECW Spring Party would be on May 22. She reported that several women who have been involved with the annual Bazaar in the past, as well as others who serve in leadership roles in the church, are meeting to discuss the Bazaar.

Ms. Dieterle announced that the WomanKind committee has been meeting and all are very excited that author Krista Tippett has agreed to be the keynote speaker for the event next February.

Children's Center – Mr. Jay Jennings

Mr. Jennings commented that the recent Children's Center Sunday went well. The Children's Center's Annual Report has been mailed and their annual meeting will be in May.

The Children's Center Board has decided to forgo their annual spring fundraiser this year, and instead will be working on a gala celebration of the Center's 25th anniversary next year.

The Children's Center's By-laws are being reviewed to better reflect the current structure of the organization.

SENIOR WARDEN'S REPORT – MARK SHUFORD

Mr. Shuford commented that the Vestry should be aware that, although the use of the Michaux House is increasing, the personnel and infrastructure to support the use of the facilities is not currently able to handle all the extra hours the facility is being requested to be used.

RECTOR'S REPORT – THE REV. RANDOLPH MARSHALL HOLLERITH

Mr. Hollerith reported that he has hired two people for the open positions created by the departure of the Rev. Whitney Zimmerman and Mr. Chris Edwards. He thanked the two search committees for their diligence and efforts to help discern the right candidates for the jobs.

The Rev. Carmen Germino will fill the Assistant Rector position, with primary responsibilities for mission and outreach. Ms. Germino is a senior seminarian at Yale and will graduate and be ordained a Deacon this June. She will join the staff in late June.

The Rev. Alex Riffée, who is also a senior seminarian at Yale and will also graduate and be ordained a Deacon this June, will be the Assistant Rector for Youth. He will begin work at St. James's in July.

Mr. Hollerith commented that both candidates were offered positions elsewhere and both turned them down in the hopes that they would be called by St. James's.

Mr. Hollerith announced that Dr. Megan Limburg, the Lower School Chaplain and Counselor at St. Christopher's, will be serving at St. James's this summer for her Mid-Atlantic Parish Training, which is part of the process for her ordination to the priesthood. Dr. Limburg will be designing and running a summer program and will also work with Kent Duffey for some children's programming for next year.

Mr. Hollerith reminded the Vestry to review the upcoming events listed on the reverse of the agenda, particularly noting the Palm Sunday, Holy Week, and Easter schedule, encouraging the Vestry to attend the services. He announced that the Parkinson Room will be used on Easter for "overflow" parishioners and guests, with the webcast streamed live on the screen in that room.

There being no further business the meeting was adjourned at 6:20 p.m.

Anita Lisk
Clerk

Approved:

Rev. Randolph Marshall Hollerith
Rector

Mark Shuford
Senior Warden