

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
May 19, 2015

A regular meeting of the Vestry of St. James's Episcopal Church was held on May 19, 2015, pursuant to proper notice of time and place. Vestry members attending were Mr. Willson Craigie, Mrs. Peggy Crowley, Mrs. Carol Ann Fuller, Mr. Matt Harper, Mr. Knox Hubard, Mr. Harry Moore, Mr. Connell Mullins, Mr. Tom Porterfield, Ms. Gloria Prevatt, Mrs. Tina Sherrod, Mr. Geoff Sisk, Mrs. Bobbie Ukrop, Mrs. Kathryn West, and Mrs. Norvell Whitaker. Mrs. Becky DeCamps, Mr. Jay Jordan, Mrs. Carrie Montague, and Mr. Allan Rees were absent. Also present were the Rev. Randolph Marshall Hollerith, the Rev. Carmen Germino, Mrs. Mary Beth Abplanalp, Ms. Sally Gunn, 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 April 21, 2015 regular meeting were made, seconded, and unanimously approved.

COMMENTS & CONCERNS

Mr. Hollerith thanked Ms. Prevatt and the Hospitality Committee for the recent, numerous receptions.

Mr. Hollerith and Mr. Sisk announced that Ms. Suzanne Hall has been offered and has accepted the position of Director of Stewardship and Development. Ms. Hall has been a member of St. James's for many years and the Vestry expressed excitement that she will be joining the staff.

SPECIAL BUSINESS

Parochial Report

The 2014 Parochial Report was distributed. Mr. Hollerith noted that Sunday attendance dropped, primarily due to the discontinuation of the Sunday evening Jazz Mass. The Vestry unanimously approved the report.

FINANCIAL REPORTS

Mr. Moore distributed the monthly financial reports, and was pleased to report that the Church is over budget on income and under budget on expenses for the past month. Quarterly pledge statements were recently mailed and Mr. Moore is considering sending a letter to encourage parishioners to continue pledge payments during the summer months.

Stewardship

Mr. Sisk reported that approximately \$4,000 in pledges is still needed to meet the budgeted goal.

COMMISSION REPORTS

SERVICE COMMISSION

In-reach

A report prepared by Nancy Warman, Director of Servant Ministry, was distributed. The Service Commission is currently working on their goal of creating a resource list, with Mr. Mullins considering legal aspects involved. Ms. Warman is recruiting parishioners interested in serving other members of the parish who have short-term needs. While still in the development stage, the intention is to form a new committee, Doers Action Network (DAN), whose members serve as a resource that Ms. Warman can contact to do such short-term projects.

Outreach

Mr. Connell reported that the Outreach Fund Committee has met several times at different area agencies throughout the year and the invitation to those agencies to submit a grant request has been sent. Applications will be considered in June, with the Committee determining the awards sometime thereafter.

Ms. Warman has recently submitted a grant to the Jessie Ball duPont Fund for a youth expansion program at the Peter Paul Development Center.

Ms. Germino reported that the church is planning to partner with Stop Hunger Now, an organization that sends meals to distribute overseas to needy communities, for a church-wide, all-ages packaging event on September 20. Due to the church being on the UCI Cycling Championships race course, on that date St. James's community will meet off-site at St. Catherine's. The event will not only include packaging meals for Stop Hunger Now, but will also offer the opportunity for parishioners to sign up for various ministries at the annual Every Member Ministry Fair. The morning will also include a service of Holy Eucharist. Ms. Germino expressed her excitement about the event and encouraged all Vestry members to mark their calendars and plan to participate.

Missions

Mrs. West reported that there are four summer missions scheduled:

- 1) Honduras – July 6-13
- 2) Jr. High mini-mission to the Eastern Shore – July 10-12
- 3) Sr. High youth mission to the Blackfeet Nation in Montana – July 11-18
- 4) Richmond Outreach – August 10-14

FOUNDATION COMMISSION

Planned Giving

Mr. Harper announced that Founders Sunday will be celebrated on June 7 and the Planned Giving Committee will recognize members of the Legacy Society. Mr. Lawson has created books with photos of the stained glass windows to give as a thank you gift to current Legacy Society members.

Annual Giving

Mrs. Crowley announced that the annual Feast of St. James's will be on Wednesday, October 28, 2015, at the Science Museum.

Buildings & Grounds

Mr. Harper distributed a list of 2015 capital items expenditures for consideration, noting that the church would be working through the list based on priorities, particularly those items concerning safety and security. Most projects will be funded by the Capital Reserve Fund.

On a motion made and seconded, with an amendment to table the expense for lights until more information about them can be investigated, the Vestry unanimously approved completing the remaining list of capital items, with these expenditures funded by the Capital Reserve Fund with the exception of the new AED, which will be funded from the Memorials Fund.

Communications

Mr. Lawson distributed a status report on the re-build of the website, including samples of the new look on all digital devices, including computers, Smart phones, iPads, etc. The estimated completion date for final testing and introduction is in September.

The Communications Committee has met recently to discuss their goals and the new strategic plan. The Committee also recently surveyed the parish about the various Chimes formats (Sunday morning, eChimes, quarterly Chimes), and anticipate using knowledge gained by the survey results to determine future changes to those publications.

Stewards of the Earth

Two groups have been trained in composting and more training sessions are scheduled.

LIAISONS

ECW

Mrs. West reported that Mrs. Fuller and her husband, Sam, recently visited with the members of Chapter 10 to share their Cuban Mission experiences.

Children's Center

Mrs. Whitaker distributed a written report and noted that the Children's Center's annual report was recently mailed to supporters.

Mrs. Whitaker thanked the Vestry for its continued support of the Children's Center and was pleased to announce that the Center had received an intention of a bequest of \$500,000 to the Children's Center and \$1 million to the Church's Endowment.

Children's Center staff is offering tours of the Center and Mrs. Whitaker encouraged members of the Vestry who haven't been to the Center to contact them to set up a tour.

The Children's Center Board has extended invitations to Jennifer Sisk and Biz Read to serve on the Board. The Vestry approved those appointments.

YOUTH

Mrs. Abplanalp distributed a report on the recent Youth Ministry Visioning Retreat, noting that there had been great input through this collaborative process during this three-day retreat. The results of the retreat established a mission statement, a values statement, and three- to five-year goals that include measurable benchmarks:

Mission Statement

St. James's Youth Ministry loves and supports our youth through joyful Christian Community so that they may explore a relationship with Christ, find their identity in God's love for them, and serve God as Doers of the Word.

Values

Community – We develop and celebrate friendships.

Love – We love others as Christ loves us.

Acceptance – We welcome and celebrate all, as members of the body of Christ.

Faithfulness – We are grounded in God's love and seek to grow in faith and service.

Fun – We embrace a playful environment.

Goals

1. Sustainability
2. Communication
3. Faith Formation Plan
4. Volunteers
5. Youth Engagement

Mrs. Abplanalp said that the 51 participants in the retreat particularly wanted to be sure that the youth ministry intentionally focused on developing community and asked the Vestry to help foster a culture of an inclusive community by being positive about the church's youth ministries efforts to improve inclusivity and reduce a sense of division by schools.

Mrs. Whitaker commended Mrs. Abplanalp for the great progress she has made in the youth program this year. Mrs. Sherrod, speaking as a youth teacher this past year, agreed.

Photos from the recent Diocesan PYM (Parish Youth Ministries) retreat for 8th graders at Shrine Mont were circulated.

OTHER COMMENTS

Ms. Gunn, Deacon-in-Training, thanked the Vestry for allowing her to attend the meeting and commented that she was amazed at how well the Vestry worked together.

SENIOR WARDEN'S REPORT

Mr. Sisk thanked everyone on the search committees for the Associate Rector and the Director of Stewardship and Development positions for their good work. He said that he is very excited to welcome the Rev. Hilary Streever as the new Associate Rector and Ms. Suzanne Hall as the new Director of Stewardship and Development, and encouraged members of the Vestry to extend their own welcome to them, as well. He acknowledged that, even though Ms. Hall has been a member of St. James's for years, she is embracing a new role in the church. Mr. Sisk also thanked Mrs. Abplanalp for her good work in her first year on staff.

RECTOR'S REPORT

Mr. Hollerith reminded the Vestry to note the events on the reverse of the Agenda, particularly noting Founders Sunday and the party to celebrate Mark and Virginia Whitmire's 20 years of service at St. James's.

OTHER

Attendance figures for April 2015 were distributed, as well as the Final Statistical Report for 2014.

There being no further business, the meeting adjourned at 7:00 p.m.

Anita Lisk
Secretary

Approved:

Rev. Randolph Marshall Hollerith
Rector

Geoff Sisk
Senior Warden