

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
May 20, 2014

A regular meeting of the vestry of St. James's Episcopal Church was held on May 20, 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. 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, Mrs. Kathryn West, and Mrs. Norvell Whitaker. Mr. Knox Hubbard was absent. Also present were the Rev. Randolph Marshall Hollerith, the Rev. Ann Dieterle, the Rev. Carmen Germino, 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 5:30 p.m.

Motions to adopt the agenda and approve the Minutes from the April 22, 2014 regular meeting were made, seconded, and unanimously approved.

FINANCIAL REPORTS

Mr. Acey distributed the monthly financial reports and graphs through the end of April 2014, noting that both the revenue and expenses are tracking similarly to last year. Mr. Acey suggested reading the commentary associated with the graphs for clarity.

Mr. Acey also noted that at this time he isn't concerned about the expenses that are over budget, as they are typically items that are over because of the timing of payments.

Mr. McCoy moved that, after consultation with the staff Financial Secretary, the Finance Chair and Senior Warden be authorized to transfer up to \$50,000 from the Cash Reserves to the checking account, should the checking account go below \$100,000. The motion was seconded and unanimously approved.

COMMISSIONS REPORTS

WORSHIP COMMISSION

Mr. Lantz distributed and reviewed a report on Worship Commission goals with commentary on the status of each.

Mr. Lawson explained potential concerns regarding a new parish directory, which are primarily security issues regarding disseminating the information via the Internet. Mrs. Van Deusen remarked that some of those concerns may be addressed when rebuilding the website.

Ms. Herington reported that the Call and Welcome committee will be hosting a newcomers party on June 1.

STUDY COMMISSION

Mrs. Sibley distributed a written report, noting that the 2013-14 program year had finished and planning is currently underway for the 2014-15 year.

Mr. Hollerith announced that Mary Beth Abplanalp has been hired as the new Director of Youth and Young Adults. Mrs. Abplanalp's resume, as well as the farewell letter from Christ Church announcing her departure, was distributed.

LIAISON REPORTS

ECW

Ms. Prevatt reported that the ECW program year ended with a lovely party at the home of Norvell and Charlie Whitaker with approximately 50 women attending, many of whom were younger and several who were new to the church.

Children's Center

Mrs. Whitaker reported that the Children's Center board had just met, which was the last led by current Chair Margaret Valentine. Ida Valentine is the new Board Chair with Ron Cain elected as Vice-Chair.

It was agreed that a resolution of appreciation for Mrs. Valentine's service be drafted and presented to the Vestry at the August meeting for consideration.

OLD BUSINESS

Election of Council Delegate and Alternates

A list of nominees to fill a 4-year term as Delegate and three 2-year terms as Alternates was distributed. A motion was made, seconded, and unanimously approved to elect

- a) Kristin Wickersham to a 4-year term as Delegate
- b) Tom Baker to a 2-year term as Alternate
- c) Ron Odom to a 2-year term as Alternate
- d) Michael Smith to a 2-year term as Alternate

Sound System

Mrs. Van Deusen and Mr. Hollerith reported that the committee had met with two vendors to review their proposals to upgrade the aging sound system in the sanctuary and have arranged to meet with one of the vendors for a demonstration of the proposed system. A decision determining which vendor will be selected is expected shortly thereafter. A motion was made, seconded, and unanimously approved to authorize the committee to spend up to \$140,000 to move forward with plans to implement the proposal selected.

FOUNDATION COMMISSION REPORT

Mrs. Van Deusen reported that several projects around the church grounds were in progress.

Mr. Moore recommended developing a long-range plan to address the chiller issues, specifically the expectation that it will need to be replaced in the near future.

Mr. Woodson reported that the Feast and Annual Giving committees are already at work. Mr. Sisk and Mrs. Crowley are helping to lead this year's stewardship efforts.

SENIOR WARDEN'S REPORT

Mr. McCoy said that he and Mr. Acey will be sending a letter with the June statements encouraging parishioners to pay their pledges throughout the summer months.

Mr. McCoy remarked that he is excited for Randy to finally finish his sabbatical this summer, saying that Mr. Hollerith certainly deserved it. Mr. McCoy also thanked Ms. Dieterle and Ms. Germino for watching over the parish during Mr. Hollerith's absence.

RECTOR'S REPORT

Mr. Hollerith said that he was grateful to the Vestry for their generosity and support of his sabbatical. He also said that he was particularly going to appreciate the opportunity to relax and recharge. Mr. Hollerith will be at morning services on June 8 and then return to the office on Monday, August 4. In addition to time with family, he intends to spend a week at the Society of St. John the Evangelist monastery in Cambridge, MA.

Mr. Hollerith reminded the Vestry to take note of all the upcoming events listed on the reverse of the agenda. Mrs. Whitmire especially encouraged the Vestry to attend and bring friends to the *Mass of the Children* concert featuring the Children's, Youth, West Gallery, and Parish Choirs on June 11.

Mr. Hollerith also noted that the Vestry will not meet during June or July. The August Vestry meeting will be later than usual – on August 26.

There being no further business, the meeting adjourned at 7:05 p.m.

Anita Lisk
Secretary

Approved:

Rev. Randolph Marshall Hollerith
Rector

Steve McCoy
Senior Warden