

Minutes of a Regular Meeting
Of the Vestry
Of St. James's Episcopal Church, Richmond
May 21, 2013

A regular meeting of the vestry of St. James's Episcopal Church was held on May 21, 2013, pursuant to proper notice of time and place. Vestry members attending were Mr. Ryon Acey, Mrs. Louise Bowles, Mrs. Margy Brown, Mr. DeWitt Casler, Mr. Knox Hubard, Mr. Jay Jennings, Mr. Michael Lantz, Mr. Steve McCoy, Ms. Mary Watt New, Ms. Gloria Prevatt, Mrs. Kendal Sibley, Mr. Geoff Sisk, Mrs. Bobbie Ukrop, Mrs. Britt Van Deusen, Mr. Stephen Watts, Mrs. Kathryn West, and Mrs. Norvell Whitaker. Ms. Mimi Herington was absent. Also attending were the Rev. Randolph Marshall Hollerith, the Rev. Ann Dieterle, the Rev. Alex Riffie, Mrs. Anita Lisk, Mrs. Poconna Thiel, Mrs. Virginia Whitmire, Mr. Russell Lawson, 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 16, 2013 regular meeting were made, seconded, and unanimously approved.

SPECIAL BUSINESS

Election of Diocesan Council Delegates and Alternates

Mr. Alex Slaughter was nominated for another term and Mr. Wilson Trice was nominated to serve as a Delegate, rather than an Alternate. There being no further nominations, on a motion made and seconded Mr. Slaughter and Mr. Trice were unanimously elected to four-year terms as Delegates to the annual Diocesan Council. It was determined that Alternates to Council would be elected at the August meeting.

Election of Endowment Fund Board Vestry Representative (Class B Trustee)

Mrs. Ida Farinholt had been appointed the Vestry representative (Class B Trustee) to the Endowment Board to complete the term of Mrs. Helen Kemp, who had been elected by the Endowment Board to serve as a regular Class A Trustee. Mr. McCoy nominated Mrs. Farinholt to serve a three-year term as the Vestry representative (Class B Trustee) to the Endowment Board. There being no further nominations, the motion was seconded and Mrs. Farinholt was unanimously elected to serve a three-year term as the Vestry representative to the Endowment Board.

FINANCIAL REPORTS

Mr. Jennings distributed the monthly financial reports and reviewed the income and expenses through the end of April, as well as the activity in the reserve accounts. Mr. Jennings noted that designated plate offerings, which are collected as income, are listed as an Outreach expense when disbursed.

Mr. Jennings also mentioned that revenue historically decreases during the summer months, but increases once the program year begins in the fall. December is also a particularly active month for receiving income.

COMMISSIONS REPORTS

WORSHIP COMMISSION

Mrs. Bowles reported that the Call and Welcome committee had a well-attended “Meet & Greet” opportunity for newcomers last month and plans to invite newcomers to a party in the summer. The Hospitality committee provided a reception for the Rt. Rev. Susan Goff when she visited St. James’s on May 19, also celebrating Pentecost.

STUDY COMMISSION

Mrs. Sibley reported that adult, youth, and children’s formation programming have ended for the program year. The committee is working with Ms. Dieterle and Mr. Riffie to discern the best approach for youth and young adults going forward.

SERVICE COMMISSION

Outreach and In-reach

Mr. Acey reported that the Every Member Ministry cards are still coming into the office and the information is being relayed to the lay leaders. The committee is evaluating how to be more efficient getting the information from the cards to the lay leaders and Mr. Acey encouraged Vestry members with ideas, particularly regarding databases, to contact him.

The Outreach committee will meet in late May to determine this year’s recipients and the grant amounts.

Mr. Hollerith announced that the Rev. Ben Campbell from Richmond Hill has approached St. James’s for help with promoting Richmond Rapid Transit, which will offer a better transportation system for metropolitan Richmond. The church has submitted a grant request to the Jessie Ball duPont Fund for funding to study this issue.

Missions

Mr. Casler reported that there will be a new Richmond mission this summer that will be an intensive week working with Virginia Supportive Housing and project:HOMES. Mission team members will work during the day, gather together for dinner and debriefing at the end of each day, and then go to their own homes rather than spending the night in a common location. This approach is experimental and will be evaluated after the mission concludes.

Mr. Casler also reported that this year’s mission to Appalachia had been cancelled and that St. James’s mission partner in Gonaives, Haiti, the Rev. Max Accime, will be in Richmond and will join in the 100th anniversary celebration at St. James’s on June 2.

FOUNDATION COMMISSION

Buildings and Grounds and Stewardship written reports were distributed.

Stewardship

Mr. Woodson said that Planned Giving efforts were currently suspended because of the Centennial Campaign. Legacy Society members will be listed in the time capsule, as will names of all those who contribute to the Centennial Campaign.

Mr. Woodson reported that pledge income for the operating budget is not as anticipated. While ahead of this same time last year, it is still not as much as needed to balance with expenses the current budget. Mr. Woodson said that there are a number of parishioners who have pledged in the past, but have not pledged for this year; however they are making regular payments. Mr. Woodson is contacting these people, as well as new members and those recently confirmed or received into the church.

Mr. Hollerith said that it's understood that the gap between income and expenses needs to be closed and the Vestry needs to discuss how best to achieve that; however, he strongly feels that the Vestry Outreach fund should not be cut.

Mr. Sisk pointed out that over \$600,000 has been raised for the Centennial Campaign in only a few months and suggested that this may have affected giving to the Annual Fund.

Mr. Jennings suggested that the Vestry address the issue of how to close the gap between income and expenses. He reminded the Vestry that the Endowment Board will not contribute funds to the operating budget, but has agreed to fund maintenance service contracts and other capital projects so that operating funds aren't used to pay for them.

Given the concern about the budget, Mr. Acey asked if the Outreach committee, which meets next week, may disburse its entire allocation of \$80,000. After some discussion, all agreed to grant the entire outreach allocation. The staff will be asked to cut expenses in other areas.

Buildings & Grounds

Mr. Watts asked the Vestry to particular note the following on the written report:

- 1) Water damage from recent sacristy leak – working with the insurance adjustors regarding a settlement and have already received a portion of the settlement
- 2) Endowment support – capital projects that the Endowment Board has agreed to fund include the replacement of the portico deck and a fire alarm upgrade, including the installation of panic bars on certain doors

Mr. Watts noted that the cost of the replacement of the portico deck is higher than originally estimated and additional study is needed for the alarm panel; therefore, the Buildings and Grounds committee will suggest to the Endowment Board that the funding for the fire alarm upgrade be deferred until next year and the savings for this year be applied to the additional cost of the portico replacement.

Communications

Mr. Hollerith welcomed Mr. Russell Lawson, Director of Communications. Mr. Watts commended the Communications committee for their efforts.

Centennial Committee

Mrs. Van Deusen reported that the celebration of the 100th anniversary of the church's building on W. Franklin Street on June 2 will have a birthday theme, with cake and lemonade served outside on Birch Street (which will be closed to traffic), and activities for all ages will be offered.

Mr. Hollerith announced that several former clergy plan to attend, including the Rev. Marek Zabriskie, former Associate Rector, who will preach. Rabbi Martin Beifield will also attend, representing Congregation Beth Ahabah.

LIAISONS

Episcopal Church Women

Ms. Prevatt reported that the lecture series sponsored by the ECW had gone well and noted that the last one of the year, featuring Mrs. Mary Slaughter presenting information about the Enneagram, was well received.

Planning for the biennial WomanKind symposium is underway. It is scheduled to be held in February, 2014.

Children's Center

Mrs. Whitaker reported that the Children's Center By-laws and Articles of Incorporation have been revised and will be presented to the Vestry at the August meeting. Mrs. Whitaker announced that Mrs. Ida Farinholt will assume the chairmanship of the Children's Center Board from Mrs. Margaret Valentine in September, 2014.

Mrs. Whitaker also reported that the Search committee for the next Executive Director for the Center has narrowed the candidates to six semi-finalists and hope to make an offer to one soon.

SENIOR WARDEN'S REPORT

Mr. McCoy encouraged all members of the Vestry to participate in the Centennial Campaign. He also announced that he is accepting applications for the Scott-Taliaferro scholarship through July 1.

Mr. McCoy distributed the Vestry goals and announced that, at future Vestry meetings, two of the four commissions will make their report one month, and the other two will report the following month.

Those members of the Vestry who wish to make a gift in celebration of the Rev. Carmen Germino's upcoming marriage to Mr. Matt Presson should send their contribution to Mrs. Poconna Thiel at the church.

RECTOR'S REPORT

Mr. Hollerith distributed Diana Butler Bass's book, *Christianity After Religion*, and asked the Vestry to read it over the summer. He intends to discuss the book at each Vestry meeting in the coming program year, beginning at the August meeting.

OTHER

Movie Theology on May 24 will feature the movie *Wall-E*, which is a film that appeals to all ages.

Mrs. Whitmire reminded the Vestry of the Memorial Concert on May 26, which will include selections from the music that will be sung on the upcoming choir tour in Italy.

The Vestry and members of the church are invited to a “Friends and Family” concert on June 6 as part of the celebration of Ms. Germino and Mr. Presson’s wedding.

The attendance report for the month of April was distributed.

The Vestry was encouraged to review upcoming events, which can be found on the reverse of the Agenda.

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

Anita Lisk
Clerk

Approved:

Rev. Randolph Marshall Hollerith
Rector

Steve McCoy
Senior Warden