



# Saint James Episcopal Church

## VESTRY MINUTES

June 29<sup>th</sup>, 2010

*Members present =*  
 Barbara Busch  
 Mike Cogsdale  
 Charlene Clark  
 Doris Conn

Jim Evert  
 James Hogan  
 Betty Purcell  
 Susan Rowe  
 Clerk: Linda Alexander

*Members Absent:*  
 Patrick White  
 Bill McKinney  
 Ray Williams

The meeting convened at 7pm with a devotional and prayer led by Fr. Mike Codgsdale.

<b>Consensus Model</b>	Fr. Mike distributed the consensus model sheet and it was read aloud by the vestry.
<b>Approval of Minutes</b>	The minutes from the May 25 <sup>th</sup> vestry meeting were approved as submitted.
<b>Senior Warden</b> Barbara Busch	<p>Barbara Busch reported on her time with the Bishop at the M&amp;M conference held on May 5, 2010. They discussed several issues including the job of the vestry regarding building a community and unlocking the potential of the parish. It was recommended to have bylaws and that samples could be obtained. They discussed the need for an endowment fund, which is already in place at St. James. A workshop on planned giving will take place this fall. It was recommended that we have something like a meal before the vestry meeting that was not vestry related for building a vestry community. A copy of a pew research study for church growth can be made available to the vestry.</p> <p>Barbara also reported on Insurance, safety and liability. She stated that we need to make sure that when we employ contractors we need to make sure that they carry insurance coverage of their own. Fr. Mike suggested an open space event on insurance. Saint James safety appointment is March 2011.</p> <p>Barbara recommended that we make a video inventory of the contents at St. James. The youth group was proposed as a likely candidate for this project.</p> <p>A disaster preparation plan can be obtained from Paul Stephens of the Church Insurance Agency. He recommended to Barbara that we have a ‘hold harmless’ agreement with groups that meet at the church and to also have a posted sign on the playground stating “at own risk”.</p>

	<p>The Lake Logan weekend planning committee is working on the details of the weekend including fund raising for the program, children's meals and possible scholarships.</p> <p>Barbara reported that the cremains garden name was formerly "The Garden of Resurrection" according to the November 1986 vestry minutes. She asked for vestry guidance on this matter. Susan suggested that the issue of the name be explained in the newsletter. Doris agreed that a quick clarification in the newsletter is necessary.</p> <p>James explained that by-laws are guidelines on how we make decisions and pointed out that a lot of things are in the by-laws that are not in the policy manual. Barbara stated that she will obtain the offered samples of by-laws from the Diocese. Fr. Mike mentioned that the vestry should not be in a hurry and that they need to be thoughtful when setting the by-laws.</p>
<p><b>Safe Church Training</b> Fr. Mike</p>	<p>Fr. Mike reported on the Safe Church Training. He inquired about who the trainer/coordinator would be. A regional training class will be held on August 21<sup>st</sup> at Grace Church. The safe church training includes the issue of harassment, among other topics. Someone is needed to go to the training, convene a gathering and to promote it within the parish. Barbara Busch volunteered to be the coordinator.</p>
<p><b>Called Meeting Minutes</b></p>	<p>The called meeting minutes from June 1<sup>st</sup> were reviewed. It was noted that there was one correction needed. The minutes were accepted pending the necessary change by consent.</p>
<p><b>Financial Report</b> Susan Rowe</p>	<p>Susan reported on the budget. She noted that the pledge payments are \$7,100 behind schedule. Her overall opinion is that we are in good shape and there is no need for concern.</p>
<p><b>Stewardship</b> Susan Rowe</p>	<p>Susan reported the stewardship meeting had been cancelled due to several people being out of town and unavailable. She discussed the idea of making a video that incorporates statistical information. Interviewing parishioners about why they support the church and showing the video at a forum where parishioners are gathered. Susan mentioned that Guy Myers, a videographer, will possibly help us create the video and that she hopes it can be completed by August. Fr. Mike stated he wants the video to have a theological aspect. Susan wants the video shown multiple times at multiple venues. The stewardship meeting will address how the video will look and what it will say. Betty stated that her husband Gene would love to help and be one of the parishioners that are interviewed.</p>
<p><b>Church Organist</b> Fr. Mike</p>	<p>Fr. Mike reported that the church had purchased a \$200 gift certificate to GIA for Barbara Taylor. She had announced her departure from Saint James as choir director. A letter of agreement (LOA) was signed by Vince Crist to become the new choir director. Fr. Mike reported that he had</p>

	<p>explained to Vince that the position could not be expanded at this time due to budget constraints. The agreement with Vince is essentially the same as the one with Barbara with just a few little nuances. The LOA with Vince acknowledges several different music styles but that the rector has the final say in regards to music. Fr. Mike said that Vince was open to using other hymnals.</p>
<p><b>Cremains Garden</b> Fr. Mike</p>	<p>Fr. Mike reported that the first ashes to be interred in the renovated garden would be Sean Woodruff's. Melissa Eggers had expressed her concern that some parishioners would find an issue with non-parishioners being interred there. Fr. Mike confirmed that Sean was indeed a church member. Charlene Clark explained that the cremains garden policy states that the vestry must approve non-members interment, but the non-member is not required to pay more. Barbara Busch explained that the 1986 policy states the same dollar amount is required of non-members as members.</p>
<p><b>2010 Diocesan Convention</b> Fr. Mike</p>	<p>Fr. Mike reported that he was nominating Doris Conn as the 1<sup>st</sup> delegate to the 2010 Diocesan Convention and James Hogan as the 2<sup>nd</sup> delegate. Pat Conn, Janis Hogan and Elizabeth Cogsdale respectively, will serve as alternates.</p> <p>There was a unanimous consent from the vestry of the nominations.</p>
<p><b>Special Report: Charter for Life Long Christian Formation</b> Lorie Herman</p>	<p>Lorie Herman, Director of Christian Education, was present and gave a report on Christian Education and Faith Formation. The Charter for Lifelong Christian Formation was submitted to the vestry for consideration and feedback to advise on how to implement within the parish of Saint James.</p> <p>Lorie's report included information about Adult Forum, Vacation Bible School and Children's Sunday school.</p> <p>The Adult Forum materials were so successful that the sessions were extended with Don Bushman and Jennie Deal wrapping up the adult formation before the summer break.</p> <p>Vacation Bible School plans were developed with help from Gail Evert, Jo Smith, (Youth Minister), and Emily Craig, (Children's Minister). VBS will kick off on Friday evening, July 16<sup>th</sup> on the square in downtown Lenoir. Saturday, July 17<sup>th</sup> will be an all-day VBS at St. James.</p> <p>Lorie and Emily Craig will be working very closely this fall in developing a Children's Sunday school &amp; Chapel program. Fr. Mike noted that 29 adults had volunteered for Sunday school. Doris Conn commented on how well the Sunday school materials are prepared by Lorie and how easy they were to use for the volunteer but wished that there were more children in the program.</p>

	<p>A Children's teacher workshop is planned for August through the Diocese of WNC.</p> <p>Lorie and Fr. Mike are working together to coordinate a Saturday workshop for adults on August 7<sup>th</sup>.</p>
<p><b>Jr. Warden Report</b> Charlene Clark</p>	<p>Charlene Clark reported that the elevator and 2 air conditioning units were repaired. She also reported that the letter sent out to parishioners regarding the cremains garden had resulted in \$2,400 being paid for the plaque. \$3,975 has been pledged by 17 individuals or families. 18 others have also pledged to give. She is hopeful the renovation will be completed before the Bishop's visit on July 18th.</p>
<p><b>CARE</b> Betty Purcell</p>	<p>Betty Purcell reported on Room at the Table and she presented a spreadsheet to the vestry showing the number of guests attending each month at each participating church. This sheet included how many children were present and the type of weather.</p> <p>Betty also reported that CARE would be sponsoring the annual Harvest Table starting on July 4<sup>th</sup>, 2010.</p>

There being no further business, Father Cogsdale concluded the meeting with final prayers and the meeting adjourned at approximately 9:15 p.m.

Respectfully submitted,

Linda Alexander, Clerk

Approved: \_\_\_\_\_ Date: \_\_\_\_\_