



# *Saint James Episcopal Church*

## **VESTRY MINUTES**

May 25<sup>th</sup>, 2010

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

James Hogan  
Bill McKinney  
Betty Purcell  
Susan Rowe  
Ray Williams

Clerk: Linda Alexander  
*Members Absent:*  
Jim Evert  
Patrick White

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

<b>Consensus Model</b>	Fr. Mike distributed a sheet on the consensus model the part we read is actually a part of the covenant in place of the reading of the covenant. The consensus model was read aloud by the vestry.
<b>Approval of Minutes</b>	<p>Before the minutes were examined there was a question from James Hogan regarding the previously vestry approved removal of the crepe myrtle tree at the front of the church. He noted that the tree had been trimmed instead of removed and asked why it was not removed. Charlene informed him that there had been parishioners that expressed their concerns over the removal of the tree. Therefore the tree was trimmed back instead and will be given a chance to bloom again.</p> <p>The minutes from the previous monthly meeting on April 20<sup>th</sup> were examined and Ray Williams made a motion to accept the minutes, Susan Rowe seconded the motion. The minutes were approved as submitted.</p>
<b>Financial Report</b> Susan Rowe	<p>Susan Rowe presented the finance report to the vestry. She noted that the Operations Cash on Hand was \$80,542 minus the Designated Income of \$34,547 and minus the reserve of \$52,440. This left a negative balance of \$9,445 for Total Available Operations Cash. This was due to some expenses being paid out in advance for the entire year and for pledge payments yet to come in. She explained that once the year progresses and the pledge payments are received that the expenses would even out. She also noted that there was \$73,402 in unpaid redevelopment pledges and she attributed this to some people moving or some people's inability to pay.</p> <p>The sabbatical funding for a supply priest was discussed. The Rev. Larry Britt agreed to be the supply priest for Saint James during Fr. Mike Cogsdale's sabbatical. Rev. Britt will supply</p>

	<p>during every Sunday service but one (see below) and Wednesday healing service. Included in his duties will be some office hours, pastoral calls to hospitals and travel time back and forth to Morganton. Susan referenced an email that she received from the Diocese which included a schedule explaining how to calculate the appropriate pay for a supply priest. The schedule calculated a total of \$3,300 in pay based on the duties previously mentioned. She stated that she would make the email available to the vestry by the next vestry meeting. Susan suggested that the sabbatical funding come from the funds that were undesignated from the organ.</p> <p>She stated that no vote would occur until she provided the vestry with all necessary documentation. James Hogan inquired about the possibility of the supply priest presiding over the vestry meetings during his service. Fr. Mike explained that he, the senior warden and junior warden would discuss this and decide at a later date.</p> <p>Susan mentioned that Rev. Britt would not be able to supply on one particular Sunday in October. James Hogan suggested that Melissa Eggers could perform a morning prayer on that day instead of a supply priest. The vestry will vote on this at a future meeting.</p>
<p><b>Senior Warden</b> Barbara Busch</p>	<p>The Model Policy for Parishes was presented and discussed regarding which ratio to choose. Fr. Mike suggested that the vestry choose column one. James Hogan made a motion to adopt the policy and Bill McKinney seconded the motion. The vestry voted in favor of the motion. The vestry clerk will sign the document and mail it to the designated address.</p> <p>Pat Earle was contracted for \$3,000 worth of work at Saint James. So far she has completed \$2,000 worth. Saint James owes her for \$1,000 worth of work that she has yet to complete. It was suggested that the work be completed by her working with some of the programs such as adult forum or leading a vestry retreat.</p> <p>Barbara reported that Martha Cartee is still investigating the Mary's Grove quit claim deed. Martha contacted the Diocesan office and is waiting on a reply from Roy Davis, chancellor. A good faith effort to find the descendents of the Mary's Grove property has been underway and continues.</p> <p>Barbara reported that she had received a letter from the Diocese office inquiring if St. James would like to apply for funding for any of their ministries. The letter went on to explain that there were grants and loans available to qualifying parishes.</p> <p>Barbara reminded the vestry that the Parish Family Weekend was scheduled for the first week in November. She had a meeting with</p>

	<p>Grace Church of Morganton, whom Saint James is partnering with again this year. She reported that Fr. Mike would be contacting the Rev. Gray Temple to discuss the event.</p> <p>Repairing the Breach information was discussed. The borrowing of a DVD from Jim Abbott was planned in order to view information on the subject. Melissa Eggers would acquire the video for the vestry. Reparations are discussed in the video. Sandra White, (of the Arts &amp; Furnishings Committee), is planning to participate in a June workshop on the subject.</p> <p>Dismantling Racism is going to be a workshop at the Ministry and Mission conference this year.</p> <p>Susan Rowe announced that she had reserved a space in a workshop and was now unable to go. She offered her spot to anyone who was interested.</p>
<p><b>Jr. Warden Report</b> Charlene Clark</p>	<p>Charlene Clark reported that Barger and Ash have repaired the leaks in the roof of the atrium and kitchen hallway. After a recent downpour of rain no leaks were detected.</p> <p>The air conditioner in the sanctuary had recently broken down. Larry Bailey and his son removed the motor and a local repairman replaced the wiring for a cost of \$150.00</p> <p>The recently completed energy assessment, sponsored by the City of Lenoir, had no response as yet from the City.</p> <p>The safety assessment, sponsored by the Diocese office, is scheduled for March 2011.</p>
<p><b>Cremaains Garden</b> Ray Williams</p>	<p>Ray Williams proposed that the name of the entire cremaains garden area be changed to Garden of Remembrance. Estimates were requested from 3 or 4 masons but only 1 mason actually supplied one. The estimate from Jerry Ford included the addition of 14 more niches. 4 niches would be added to the short wall and 10 more niches on the other side. \$600.00 in donations had already been received for this project.</p> <p>Ray discussed the Saint James Interment Policy and the lack of having money from niche payments being earmarked for maintenance of the area. He stated that 7 niches are still available from a total of 60. Susan Rowe stated that \$20,925 had been received in niche payments. Susan stated that the site initially cost \$17,000 to build according to the financial records. Ray proposed that the vestry fund the \$18,480 to finish the project but did not have a suggestion on where to get the funds. Ray stated that the money from niche payments should go</p>

	<p>towards the latest project. He pointed out that there is no maintenance fund, per the policy, but there should be a perpetual maintenance fund.</p> <p>Susan reported that she had some ideas on how to fund the project but wanted to meet with the cremains committee and then present her ideas to the vestry at the next meeting.</p> <p>James Hogan stated that the vestry could find the money in 1 of 5 ways:</p> <ol style="list-style-type: none"> <li>1. Fundraising</li> <li>2. Redevelopment Fund</li> <li>3. Endowment Fund Board (this money would not be available until later in the year and the amount is not predetermined)</li> <li>4. Non interest loan from the Diocese (it would have to be a very well written request)</li> <li>5. Apply for a grant from the Diocese</li> </ol> <p>Susan Rowe suggested that the funds be taken from the available redevelopment cash on hand that was not already earmarked for other projects. That would leave a total of \$29,000 of redevelopment funds to be put towards visions for growth.</p> <p>Barbara Busch noted that the original name of the cremains garden was the Garden of Resurrection and inquired if the name should go back to the original name or the newly proposed one of Garden of Remembrance. Ray confirmed that the name would change to Garden of Remembrance.</p> <p>Barbara asked which items on the to-do list for the cremains area had already been completed. The trees had been removed and the gas meter had been relocated. The faucet still needs to be moved.</p>
<p><b>Open Space items</b> Fr. Mike</p>	<p>Fr. Mike noted that there were some open space items coming up in the summer. He stated that the giving to St. James has been going down and that any gaps had been balanced by the vestry. Something needs to be in place by June 2011 for the 2 youth ministers and a way to grow and expand our base. There is no current program in place to get funding via an increase in pledges. Fr. Mike stated that he would like to revisit the paver idea without an inscription.</p>
	<p>Doris Conn suggested that the cremains committee and the finance committee meet to discuss the source of funds for the cremains project. Then an emergency vestry meeting could be assembled to vote on the funding of the project.</p> <p>Other vestry members expressed their support of the project but all were wondering where the funds will come from.</p> <p>The vestry clerk will notify the vestry members once the emergency meeting date/time has been decided on.</p> <p>Doris suggested that there be an annual plan for projects needing funding when money becomes available throughout the year.</p>

<p><b>Diocese</b> James Hogan</p>	<p>James Hogan reported on the current condition of the diocese of WNC. He sits on the Fiscal Ministries Committee, on the Funding and Function Task Force, and is Chair of the Funding Committee of that Task Force. He gave a brief history of the diocese of WNC and pointed out that it was one of the smaller dioceses in the country, and that there were no large cities and large parishes in the diocese. These facts contribute to the budget challenges faced by the diocese today.</p> <p>He explained that there were 64 parishes within the Diocese of Western North Carolina and that Saint James is in the middle range for size of budget.</p> <p>Currently, the diocese has a voluntary parish pledge system. However, James noted that it is entirely possible and even likely that the diocese will move to an assessment system for the parish pledges. He noted that the universal goal of the tithes (10% of income) is seen as a goal. The current average pledge of all parishes in the diocese is 8.4% for 2010. St. James's pledge was about 5.4% of our budget. James noted that it might be prudent for the Vestry's budget planning to include determining our parish pledge first, as an Administrative Expense, and then going from there. St. James needs to give its fair share. Fr. Mike noted that the final determination for the appropriate system of pledging by parishes will be determined at Convention. Finally, James asked for prayers for the diocese.</p>
<p><b>Confirmations</b> Fr. Mike</p>	<p>Fr. Mike reported that 9-11 parishioners will be confirmed during the Bishop's upcoming visit. Three youths went on retreat with Fr. Mike to prepare for confirmation.</p>
<p><b>CARE</b> Betty Purcell</p>	<p>Betty Purcell reported that 6 of the 12 Room at the Table meals have been completed.</p> <p>Care Committee will be partnering with William Lenoir Middle School again and may partner with Davenport Elementary School on their backpack program.</p>
	<p>Ray Williams reported that he will not attend the June vestry meeting since he will be out of the country.</p>

There being no further business, Father Cogsdale concluded the meeting with final prayers and the meeting adjourned at approximately 9:20 p.m.

Respectfully submitted,

Linda Alexander, Clerk

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