



Saint James Episcopal Church

VESTRY MINUTES

November 17, 2009

Barbara Busch
Mike Cogsdale
Charlene Clark
Doris Conn
Emerson Dickey

Jim Evert
Larry McMullen
Betty Purcell
Susan Rowe

Rebecca Sime
Patrick White
Ray Williams
Clerk: Linda Alexander

Members present = 12

Members absent = 0

Members excused = 0

The meeting convened at 7pm with a devotion and prayer led by Fr. Mike Codgsdale.
Emerson Dickey led the reciting of the Vestry Covenant.

Covenant reflection	Fr. Mike suggested to the vestry that they reflect on covenant. Do we feel secure in raising questions or concerns about our adherence to the principles embodied within the covenant itself.
Approval of Minutes	The minutes from the previous monthly meeting on October 22 nd were examined and approved as submitted.
AOR	Patrick White reported on various areas within his area of responsibility: Mary's Grove, the Columbarium, tree trimming, hand rails and the peace pole. Patrick will be meeting with a repairman to get a quote for repairing the rock wall on Main Street. Patrick also reported that Jack Norman had expressed an interest in retiring from taking care of the St. James lawn care. Father Mike would like to acknowledge and thank Jack for his many faithful years of service.
Financial Report	Susan Rowe reported that although the pledge payments were behind schedule, our actual expenses versus the budget for a 10 month period was only off by about \$1,000. After extensive discussions, Emerson Dickey made a motion to notify all department directors of their budget status and to ask them to minimize spending. The motion also asked that all directors be reminded of the current authorization process regarding spending. Charlene Clark seconded the motion and the vestry unanimously approved it. Ray Williams also made a motion to keep the department directors informed every quarter of their budget based on a plan

	<p>developed by the Finance Committee starting Jan 2010. Rebecca Sime seconded the motion and the vestry unanimously approved it.</p> <p>Susan Rowe exits the meeting.</p>
Senior Warden Report	<p>Emerson Dickey reported on an email from the Endowment committee meeting regarding the movement of the endowment money into an investment fund. Emerson reported that some parishioners are making contributions directly into the fund. He also reported that the endowment board would be deciding how much of the funds to distribute to the vestry for the out-reach and in-reach programs. Currently there is 1% being contributed as of Sept. 30 with an anticipated increase of 5% per year in the future. Emerson Dickey proposed that the vestry take under advisement at the December meeting how to distribute this extra money which is currently approximately \$2,182.</p>
Junior Warden Report	<p>Barbara Busch reported that 2 windows were in bad shape. Ray Williams was arranging for the repairs. It was also reported that there is a leak in the doorframe of the double doors leading out of the atrium. This leak was caused by heavy rains and a flaw somewhere in the roofing over the doors. Ray will speak with one of our repairmen.</p>
Program	N/A
Old Business: <u>1. Lighting</u>	<p>Ray Williams reported that the progress of new lighting is going slowly. They have hit a few snags trying to run the lines in the ceiling for the lights. He reported they had built a special ladder to help them get into the roof. Further work is scheduled for next Tuesday at 8am.</p> <p>Ray also reported that he had received an invoice from the consultant for which he stated that he would not authorize payment until he gets a report from the consultant.</p>
Old Business: <u>2. Intercom</u>	<p>Ray Williams reported that the intercom they had purchased had worked beautiful with one exception. It would not stay in the ON position without someone pressing a button. The unit was returned and another model will be used instead.</p>
Old Business: <u>3. Defibrillator</u>	<p>Ray Williams reported that the defibrillators price will be reduced to \$1,299 with the available grant. Ray reported that the special pricing had a deadline of Dec. 10th.</p> <p>Larry McMullen offered to cover the cost in the budget for next year if we can commit to the purchase now.</p> <p>Ray Williams made a motion to accept Larry's generous offer to purchase the equipment.</p> <p>The motion was seconded and unanimously approved by the vestry.</p>
Old Business: <u>4. Cremains Gardens</u>	<p>Charlene Clark reports that the Cremains Gardens project is ready to proceed with stage one. The first stage will include items such as removing trees and bushes, move the gas meter, build up the area and plant ground cover. Estimated cost of changes is \$1,200.</p> <p>Ray Williams made a motion for the vestry to designate cremains</p>

	area for reverent interment of parishioners, subject to the area being cleared and not to exceed \$1,200. Emerson Dickey amended the motion to include the vestry authorizing use of funds to proceed with the cremains garden with a budget of \$1,200 - \$1,500. The motion was seconded by Doris Conn and then unanimously approved by the vestry.
New Business	Rebecca Sime reported that the implementation of serving coffee between the early and late service would need to wait until next year.
	Fr. Mike reported that we will be interviewing 2 people for the childrens ministry. Rebecca Sime, Barbara Busch, and Elizabeth Cogsdale will be participating in the interview process.
	Emerson Dickey reported on our pledge for the Diocese. Our plan is to increase our pledge by 1% per year until we reach 10%. We are currently at 4.5%
Thanksgiving Notes	Rebecca Sime reported that we received the peace pole. The pole will be placed in front as you come in.
	Fr. Mike reported on an exciting project-The Veteran Housing Initiative that will help the homeless in our community. This project is being led by Larry McMullen with Rebecca Sime and Father Mike also serving on the board. The group will be hosting a luncheon at St. James for area clergy on Dec 1 st .

There being no further new or old business, Father Cogsdale concluded the meeting with final prayers and the meeting adjourned at approximately 8:50pm.

Respectfully submitted,
Linda Alexander, Clerk

Approved: _____ Date: _____
Approved: _____ Date: _____