

**St. James Episcopal Church
4620 California Street, San Francisco, CA
Minutes of the April 13th, 2014 Vestry Meeting**

Present: The Rev. John Kirkley, Mary Balmana, Carla Borsoi, Giselle Bosc, Doreen Canton, Petrina Grube, Noreen Huey, Elia Pochron, Eleanor Scott, Ullrich Schwertschlag, Barbara Webb

Absent: Bill Newlin

Parking Lot, Lunch and Scripture Reflection:

After viewing a brief video from St. Cyprian's Church about their involvement in the community, the Vestry split up in pairs to discuss how St. James can make a deeper connection to the Community. Conclusions/observations from the discussion:

- St. James did a better job in the past of bringing the community to St. James and bringing St. James to the community.
- Need to determine if our goal is to bring more into church or simply know the community better.
- Elia is a great example of bringing the community together, including St. James, through Creative Canopy.
- It's really about going out into the community and being intentional in spreading the word about St. James.
- Some of the ways to connect with the community and be more visible: renew the informal BBQs in the courtyard; CCI booth at the Clement Street Farmers Market; an Art Marathon Day with kids and parents; block parties; more partnering with the Pre-School and CCI.

Old Business:

Approve minutes of March 16, 2014 Vestry Meeting:

- Approved with the following change: Correct the spelling of "Ullrich"

Funding Raising Event Update-St. James Supper Club: John Kirkley

- The Organizing Committee comprised of John Kirkley, Barbara Webb, Elia Pochron, Rebecca Nicholson, Roger Wickstrom, Carla Borsoi, Charlie Gregg, and Ann Rieger-Matthews met Sunday, April 6th,
- St. James Supper Club Event with dinner, music and dancing is planned for Friday, May 30th at 7pm- \$50 per person.
- Music to be provided by two local Jazz Trios and DJ and food from neighborhood restaurant, Mandalay.
- Charles Neal is donating wine and coffee also donated.
- Rebecca Nicholson is drafting invites; Carla tickets; John and Ann Rieger-Matthews working on the Raffle; Charlie Gregg in charge of set-up and clean up; Giselle and Rebecca Nicholson in charge of table set-up; Roger and Carla taking care of miscellaneous items.
- Music estimated to cost \$400-\$500 and estimated cost of food from Mandalay \$1,000
- Goal is for 80 attendees with breakeven estimated at 50-60 people.
- The Vestry suggested 2 ticket levels; one for dinner and dance and one for dance only for those who are unable to make dinner.
- Next scheduled meeting of the committee is May 3rd.

SFOP/PICO Update: John Kirkley

- A committee of John Kirkley, Ann Rieger-Matthews, Barbara Webb, Roger Wickstrom, Bethany Baugh, Mary Balmana and Vince Jang met last week to discuss St. James' potential collaboration with SFOP and to explore ways to undertake the Listening Phase at St. James.
- Members of the committee also participated in SFOP "Listening" training.

- The committee concluded to have a “Season of Listening” during Easter Season. Invite 6-8 small groups to talk about their hopes and concerns of our Community; “what keeps them up at night”. It’s important to make sure the participants know there are no expectations.
- The meeting agendas/content will be based on the model used by Congregation Sherith Israel.
- Eleanor Scott offered her home as a meeting place.
- Barbara Webb has become involved with Covenant of Care focusing on issues facing elders.
- John Kirkley attended a SFOP meeting in Oakland about non-violence and anti-racism.

Parish Work Day: Doreen Canton, Junior Warden

- A very productive and well-attended workday took place Saturday, April 12th.
- Walls were washed, crafts room completely reorganized, some rearranging of the storage area, and general cleaning.
- A few maintenance items discovered need immediate attention: about 4 ½ feet of gutter missing over the porch and some exposed electrical wiring.
- Doreen to prepare a concrete plan for needed repairs such as replacement of the bathroom stall doors and partitions.
- Giselle Bosc reminded the Vestry the 100th Anniversary of St. James becoming a Parish is coming up in 2015 and is an opportune time to fundraise for needed repairs.
- The next workday will be scheduled for August.

New Business:

Leadership Recruitment-Stewardship

- John is working on recruiting one or two parishioners to help with this role and will report back.

Newcomer List Review:

- Updated Lists attached.

Youth Ministry. John Kirkley

- The Christian Education Committee met March 27th with a focus on the Youth Minister position and Katie Canton’s replacement.
- In attendance were John Kirkley, Petrina Grube, Roger Wickstrom, Rebecca Wrangham, Grant Paul, Kathleen Walker, and Doreen Canton.
- Consensus was to go back to the original model dividing the youth into two groups, Middle School and High School. The new Youth Minister will meet with each group one Sunday (or other evening to be determined) evening a month plus any group social events. This allows for the Youth to be more active participants in the Sunday Services.
- The hours for the Youth Minister will be reduced from 15 hours a week to 10-12. The goal is to have the new Youth Minister in place the end of August before school starts.
- John Kirkley will meet with Jennifer Snow from the Diocese who will help advertise the position and may even have some candidates in mind.
- Candidates will be interviewed by a small committee- to be determined.
- There will be a formal send off for Katie on Sunday, June 1st.

YTD March 31st Financial Report: John Krkley

- A total of \$49K in checking and savings.
- Once Val confirms all First Republic checks have cleared, the move of accounts to Union Bank will be finalized.
- Val to complete update of Pledge Receivables so 1st Quarter 2014 Statements can be sent to Pledgers.
- Plate is down vs budget due to two main reasons: attendance is down and any donations put into envelopes with Parishioners name, goes to Pledge unless otherwise noted.
- Pledges received are ahead of budget and rents on track. Expenses also on track.
- Net Income YTD of \$11K

- Transfer of Endowment investment income of approx. \$9K to the Building Fund (Schwab Account) will take place this month.
- John received notification of a \$500 Bequest from a former Parishioner.

Request to approve the Assessment Appeal Request.

Unanimously approved by the Vestry with the caveat that any changes to the final document will be sent to the Vestry via e-mail. The request is due May 1st and is for \$17,500, one-half of the amount received in 2013.

Other Items:

- Special Thanks to Petrina Grube and Elizabeth Nelson for organizing the Lenten Series Wednesday Evenings 7-8:30 pm
- Services scheduled every day during Holy Week
- May 1st Thursday 7 pm- joint event (reading and book-signing) with Green Apple Books featuring local author Natalie Baszile and her new book “Queen Sugar”, a story of an African American woman who unexpectedly inherits a sugarcane farm in Louisiana.
- May 18th Rebecca Gordon, author of “Mainstreaming Torture” will be guest speaker at 10 am service with book-signing after.
- St. James Camping Trip scheduled for the weekend of June 7th at Samuel P. Taylor Park. Doreen to work on theme and scheduling a meeting.
- The next Vestry Meeting is scheduled for May 18th.

Prayer Buddies:

Daily or frequent check in with buddy is not expected; the mindfulness and intent to hold our buddy in prayer during the day is felt to be more important than frequency of contact.

May Prayer Buddy Pairings:

Eleanor + Carla
 Petrina + Giselle
 Doreen+ Mary
 John + Bill
 Barbara + Noreen
 Elia + Ullrich

Meeting concluded in prayer led by The Rev John Kirkley.

Respectfully submitted,
 Helen Lantz
 Clerk of the Vestry

Attachments:

Food Schedule

	Food	Set-Up	Clean-Up
<i>May 18</i>	<i>Carla</i>	<i>Bill</i>	<i>Eleanor</i>
June 15	Bill	Mary	Barbara
July	----- NO MEETING -----		
August 24	Noreen	Petrina	Eleanor
Sept 21	Petrina	Carla	Carla
Oct 19	Eleanor	Ullrich	Barbara
Nov 16	Elia	Barbara	Eleanor
Dec 14	Doreen	Elia	Barbara