

**St. James Episcopal Church
4620 California Street, San Francisco, CA
Minutes of the May 18th, 2014 Vestry Meeting**

Present: The Rev. John Kirkley, Carla Borsoi, Giselle Bosc, Petrina Grube, Noreen Huey, Bill Newlin, Elia Pochron, Eleanor Scott, Ullrich Schwertschlag

Absent: Mary Balmana, Doreen Canton, Barbara Webb

Green Apple Book Event with Rebecca Gordon “Mainstreaming Torture”

Old Business

Approve minutes of April 13th, 2014 Vestry Meeting. John Kirkley

- Approved with the following changes: Add Barbara Webb to Organizing Committee for St. James Supper Club Event; correct date of event to May 30th, and add Mary Balmana as Present at the meeting.

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

- The Organizing Committee met May 3rd with focus on ticket sales and event logistics.
- Ticket Sales
 - To date 25-30 tickets have been sold and goal is 80. A list of Parishioners not yet signed up to attend the event will be divided among the committee members to call.
 - Attendees can pay for tickets if they have an existing PayPal account, but the best way is to call the office and rsvp and pay at the door or drop off check or cash at the office.
 - E-Vites available through Facebook
- Logistics
 - Wednesday May 28th - Decorating: Elia, Ryszard, Petrina, and Roger
 - Thursday May 29th - Set Up: Charlie Gregg
 - Friday May 30th -Set Tables: Giselle Bosc
 - Saturday AM May 31st-Breakdown/Clean-Up
- Received a generous donation of \$500 to underwrite the event.

Season of Listening Update. John Kirkley

- Approximately 25 Parishioners have participated through 4 sessions of small groups of 2-6 plus facilitators and four signed up for “one on one” sessions.
- Planning for at least 2 more group sessions with the goal of another 20 to get a good cross-section of the Congregation. After the 10 am service during the summer was suggested as a good time to schedule.
- Feedback has been positive. Nice way to relate to each other on a deeper level and strengthen sense of community.
- Once the sessions are complete, the facilitators will convene to debrief and determine common threads, if any topics need to be further explored, and if St. James will be a good fit to join SFOP. The findings will be summarized for presentation to the Vestry.
- Barbara Webb continues to be involved with Covenant of Care focusing on issues facing elders.
- John Kirkley continues to meet with other Clergy about non-violence/gun control and upcoming ballot initiative regarding gun control.
- Sam Goff is going to Intern with SFOP over the summer.

Youth Ministry. John Kirkley

- The Job Description for the Youth Ministry Position has been forwarded to the Diocese, Stanford and UC Berkeley Campus Ministries, posted on Facebook and Diobytes. The position is for 10-12 hours a week and

the goal is to have the position filled by August before school starts. Likely candidates are Seminarians or other grad and college students.

- Katie's official last Sunday will be June 1st, but she will join the Youth Group on their mission trip to the Bishop's Ranch at the end of June.
- John will be meeting with new Parishioner Kathleen Walker to discuss her interest in volunteering with the Youth Group.
- There was much discussion about honoring Katie for her ministry.
 - There will be a formal send off on Sunday, June 1st, Journey Sunday.
 - Noreen to create a card for Parishioners to sign, John will prepare an official proclamation from St. James, and a cash gift to be collected.
 - John will ask Rebecca Wrangham to organize a separate celebration for Katie with the Youth Group.

Leadership Recruitment-Stewardship. John Kirkley

- John has found much resistance/hesitation to stewardship leadership recruitment, always one of the most difficult roles to fill.
- Discussion ensued centered on how to best present the ministry to encourage participation. The Vestry decided to table the matter for the June meeting focusing on a more creative and fresh approach.
- The matter will be first on the Agenda and perhaps invite members of the congregation for their input/suggestions.

New Business

Newcomer List Review: John Kirkley

- Updated Lists attached.
- John has met with several potential new members.
- Newcomer event to be planned for the Fall.

Vestry/Deanery Event:

- Calendar for August 24th after the 10 AM service
- During Coffee Hour a brief presentation by two each from Vestry and Deanery to talk about their experience participating in these ministries.

YTD January-April 30th Financial Report: Bill Newlin

- Due to a surge of pledge payments around Easter, pledge receivables are on track. The receivables include an \$8.6K write-off of Pledge deficit carried forward.
- Rents continue to increase and Expenses continue to track slightly below budget.
- The \$35K Assessment relief from 2013 has given us a chance to stabilize. The 2013 Assessment was overpaid by approximately \$12K as we continued to pay while approval of the assessment was pending. Assessment relief of \$17.5K for the current year-half of previous year- has been submitted to the Diocese for review and approval.
- Update of Pledge Receivables completed and 1st Quarter 2014 Statements sent.
- Once Val confirms all First Republic checks have cleared, the move of all accounts to Union Bank will be finalized.
- As previously noted: 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.
- Transfer of Endowment investment income of approx. \$9K to the Building Fund (Schwab Account) should be completed this month.

Finance Committee Recap: Bill Newlin

Members: Warren Wong (Chair), Bill Newlin, Hap Rhodhamel, Bill Newmeyer, Barbara Webb

- Discussed Solar Panel Initiative, Stewardship Leadership, and online payments for St. James Events.
- The Finance Committee to propose a policy for online payments for Vestry review and approval.
- Next meeting is scheduled for August 6th and focus will be on next years budget.

Calendaring.

- St. James Supper Club May 30th
- June 1st Journey Sunday and Bike to Worship Sunday.
- St. James Camping Trip scheduled for the weekend of June 7th at Samuel P. Taylor Park.
- John on vacation: June 14th-20th, June 27th and July 27th. At Bishops Ranch with Youth Group June 23rd and 24th.
- August 24th- Coffee Hour- Vestry and Deanery Presentation.
- The next Vestry Meeting is scheduled for June 15th.

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

Meeting concluded in prayer led by The Rev. John Kirkley with special prayers for Liza Colton.

Respectfully submitted,
Helen Lantz
Clerk of the Vestry

Attachments:

Food Schedule

	Food	Set-Up	Clean-Up
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