

St. James Vestry Meeting Minutes
Sunday, October 15, 2017

Members present: Fr. John Kirkley, Ed Wilcox, Roger Wickstrom, Brad Drda, Sandra Dratler (minutes), Meg Bloomfield, Tracey Thomas, Ann Rieger-Mathews.

Also present: Brian Rallison (Seminararian)

Unable to attend: Carol Overman, Colin Cooper, Allan Leblanc.

Agenda Item	Discussion	Action/Follow-up
Opening reflection	<p>The meeting was called to order at 12 noon.</p> <p>Fr. John let the Vestry know that he has received some concerns from individual parishioners about referencing President Trump by name in Prayers of the People. Vestry members provided their own reflections on the matter. The forms of Prayers of the People are provided as models that can be adapted. We are reminded that in the Prayers we are praying collectively in communion, not as a personal prayer.</p> <p>It was the consensus of the Vestry that an opportunity for broader discussion within our members should be offered. The suggested means is for Fr. John to prepare a pastoral letter to be sent on behalf of the Vestry to begin the discussion and to hold a community conversation to follow the 10 o'clock service with December 3 as the suggested date.</p>	<p>Fr. John to prepare pastoral letter outlining the issue raised; distribute on behalf of the Vestry</p> <p>Hold community conversation to discuss the issue – December 3</p>
Approval of Agenda and Minutes of the June meeting	<p>The agenda was approved as presented.</p> <p>No minutes for the September meeting were available. They will be sent at a later date for certification via email.</p>	<p>Agenda approved</p>
Financial report	<p>No September finance report was available due to the early meeting date.</p> <p>Fr. John reported that California Counseling is now current on rent and utilities. The recent mailing of pledge statements has resulted in current year pledges being paid.</p> <p>Budget for 2018 will be available at the November meeting. Preliminary figures show a balanced budget.</p> <p>The Vestry was asked to approve the calendar year 2018 Employee Benefit Policies which designate the choices to be available for St. James employees during open enrollment:</p> <ol style="list-style-type: none"> 1. St. James will provide at no cost to eligible employees and their dependents the Kaiser EPO 80 health plan. 	<p>Moved/seconded/passed to provide the following choices for employees during Open Enrollment:</p> <ol style="list-style-type: none"> 1. St. James will provide at no cost to eligible employees and their dependents the Kaiser EPO 80 health plan. 2. Employee will be responsible for the premiums of an over-age child when the coverage changes the tier of enrollment.

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	<p>2. Employee will be responsible for the premiums of an over-age child when the coverage changes the tier of enrollment.</p> <p>3. St. James will assume \$0 of premiums for part time employee medical or dental plans</p> <p>4. St. James will provide EAP to all part time employees</p> <p>Employees will be informed of these actions at the beginning of Open Enrollment.</p>	<p>3. St. James will assume \$0 of premiums for part time employee medical or dental plans</p> <p>4. St. James will provide EAP to all part time employees</p>
Rector's report	<p>Fr. John reported detailed the liturgical cycles for the remainder of the year. He will send details separately.</p> <p>Important upcoming dates include:</p> <ul style="list-style-type: none"> • All Saints/All Souls 7 p.m. Eucharist on November 1. Parishioners are invited to remember the deceased through building of an altar to their memories. A chanted litany of the deceased will be included in the service. It was suggested that a banner be displayed inviting the neighborhood to the service. • Guest preachers during the coming month include Brian Rallison (11/22), Elizabeth Nelson (11/12), Hap Rhodehamel (10/29) • There will be 3 baptisms on November 19. <p>Brian Rallison reported on his plans for evangelism/marketing of St. James to the immediate community. A new banner will be placed on a pole at the California side of the church. Two sidewalk sandwich boards will be available to announce that the church is open during the week and that services are being held. Plans are also underway to light the rose window from inside. Brian will be holding a forum on evangelism in November.</p> <p>Fr. John reported on the following Christian formation activities:</p> <ul style="list-style-type: none"> • The Wednesday Book Discussion Group is reading <i>Extreme Measure</i> which deals with end-of-life issues and planning; the final meeting is October 25 • Anglican Marks of Mission is held after Sunday services. Participants include one potential baptism and one potential confirmation • Sunday School is being held every Sunday with 4-8 children in attendance. Crafts and music have been incorporated into the curriculum. • The Annual Parish Retreat will include a book discussion, yoga and improv 	<p>Fr. John will mail details of liturgical cycles to Vestry members</p>
Property committee	<p>Ann reported that she has requested a revised set of plans for the 3 Parish Hall gender-neutral bathrooms with one being fully ADA compliant. Additional storage will be created in the revised plans. The 2 toilets in the Parish Offices will also be redone.</p>	

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	<p>Ann will be submitting a grant request to DioCal (Darby Betts Grant) for new carpeting in the Parish Hall, replacement chairs and exercise bands. This is in support of the Always Active Seniors exercise program. A second potential project is equipment to provide direct transmission through a sound system/ring in the nave for parishioners with hearing aids.</p> <p>There will be a parish work day on December 2.</p>	
Stewardship committee	<p>Sandra reported that at kickoff the stewardship campaign is at over 50% of goal thanks to full Vestry participation and the generosity of major donors. The goal remains the same for 2018 at \$180,000. Pledge ingathering will be November 19.</p> <p>Contribution statements reporting year-to-date donations have been mailed.</p>	
Vestry Member Nominations	<p>Three members will be going off Vestry at the end of 2017. Four potential nominees for these vacancies have been identified with Vestry members named to determine if they are interested.</p> <p>Fr. John will request Warren Wong to affirm with the three Deanery delegates and one alternate that they wish to continue in their roles.</p> <p>A St. James representative is also needed for the pre-school board.</p>	<p>Vestry members to approach four individuals as potential candidates for three vacancies being created at the end of 2017.</p> <p>Fr. John will request Warren Wong to affirm with the three Deanery delegates and one alternate that they wish to continue in their roles</p>
Calendaring and debriefing	<p>Vestry meetings for the remainder of the year are on November 12 and December 10.</p>	<p>Next meetings: November 12 and December 10</p>
Closing prayer	<p>Fr. John offered the closing prayer.</p> <p>The meeting adjourned at 1:45 p.m.</p>	

Respectfully submitted,
Sandra Dratler