

**Vestry Retreat**  
March 12, 2005

**MINUTES**

The Vestry gathered in the Van Schaick Room for its annual retreat on March 12, 2005. Most of the day was spent in informal conversations. The following is a report of actions taken and items discussed.

Members Present: Fr. Ron Jaynes, Chris Christopher, Bob Traylor, Louis Beacham, Max Webb, Zeke Knight, Cindy Covell, Debbie Tesch, John Norris, Roger Craig, Steve Treadgold, Micki Farrell.

Members Absent: Chuck Dick, Lisa Gordon and Gina Zirpoli-Woodford.

Also Present: Ian Williamson (Chancellor) and Sheila Ferguson Webb (Treasurer).

The retreat started at approximately 9:00 am.

Roger Craig opened the session in prayer.

Zeke Knight led a review and discussion of the first chapter of the Vestry Handbook. Bob Traylor will lead a discussion of chapter 2 at the April meeting.

**Vestry Terms**

Allocation of the short terms to recently-elected members of the Vestry was completed by drawing lots. The following are the terms:

Chuck Dick, Bob Traylor, Zeke Knight and Cindy Covell were assigned 3-year terms, to expire in 2008.

Debbie Tesch was assigned the 2 year term (from Frank Gradijan's resignation) to expire in 2007. She will be eligible for re-election to a full term.

Lisa Gordon was assigned the 1 year term (from Chris Berggren's resignation) to expire in 2006. She will be eligible for re-election to a full term.

**Interim Rector's Report:**

Fr. Ron led a discussion of the canonical responsibilities of the Vestry. The focus of the Vestry is three "pillars" – finances, buildings and grounds, calling a rector.

Fr. Ron also led a review (for many) discussion of congregation size.

### **Strategic Planning Report:**

Steve Treadgold led a brief review of the final report of the Strategic Planning Task Force.

### **Goals – 1 year and 5 year:**

The Vestry broke into three smaller groups to discuss one and five-year goals for the Vestry. Each small group then made a presentation. Bob Traylor will consolidate and distribute the lists for action at future meetings.

### **Committees:**

The group broke into smaller groups to discuss potential committee structures. Consensus was reached that the following committees were needed: Executive, Calling, Nominating, Finance, Stewardship, Buildings & Grounds, and Audit.

### **Calling Committee:**

The wardens presented their proposed list of Calling Committee members. They also discussed the process which led to development of the list. Some members of the Vestry had expected a larger slate from which a committee would be selected. One name was added by unanimous vote. The Vestry then acted unanimously to appoint the following members of the Calling Committee:

Midge Coburn	Cindy Covell	Christian Daly
Alice Fleming	Clare Friedman	Muggie Harris
Stan Hartman	Zeke Knight	Alison Lee
Bill Purves	Don Rayner	Tiffany Tesch
Steve Treadgold	Max Webb	

The Vestry specifically declined to select a chair – delegating that task to the Committee members.

### **Committee Assignments:**

With the Calling Committee set, the other members of the Vestry signed up for committee assignments. The assignments are set forth on the accompanying sheet.

Committees are urged to set regular meeting times and make those known. Committees are urged to meet before the April meeting of the Vestry and establish a brief statement of the purpose of the committee. Committees should keep minutes and those should be distributed in the Vestry packets.

It was also noted that the Vestry is not responsible for having committees to oversee ministry functions. The Vestry should hear regularly from ministry programs and should have a role with each program. However, Vestry members who work with ministry programs are not wearing their “Vestry hat” as the ministry falls within the canonical responsibility of the Rector.

**Endowment Board:**

A brief discussion of the Endowment Board, and the structure of the investments, was held. The issues relating to the Endowment Board were referred to the Finance Committee. Sheila Ferguson will follow up. The Vestry requested that the Chancellor send a letter to the members of the Endowment Board reminding them that they do not have the power to make changes to the investment philosophy or retain a new investment advisor – that their role is to make recommendations on those items to the Vestry.

**Fundraising & Stewardship:**

Chris Christopher, Zeke Knight and Bob Traylor led a spirited discussion on the future of fundraising and stewardship at St. James. Zeke will be leading discussions and education for the entire Vestry over the next year to increase and improve all of our fundraising skills.

The meeting adjourned at approximately 3:00 pm. There will be no regular meeting in March. The next meeting of the Vestry will be on April 26.

Recorded by the Chancellor, Ian Williamson