

St. James Vestry

Minutes of the meeting, May 24, 2005

Members Present: Fr. R. Jaynes (Interim Rector), R. Traylor (Jr. Warden), L. Beacham, C. Covell, R. Craig, C. Dick, M. Farrell, L. Gordon, Z. Knight, D. Tesch, S. Treadgold, M. Webb. A quorum was present.

Members Absent: C. Christopher (Sr. Warden - excused); Zirpoli-Woodford (excused), Norris

Officers: S. Ferguson-Webb (Treasurer), I. Williamson (Chancellor)

Guests: Betsy Tecca (Parish Nurse), the Rev. J. Christian (Associate Rector), R. Jackson

The meeting was called to order at 6:33 pm and opened with a prayer in remembrance of C. Christopher's father who had died unexpectedly.

The parish nurse was present to report on the arrival of the Automatic External Defibrillator. It will be kept in the hallway between the working sacristy and the kitchen. The machine cannot do harm because of its failsafe systems. There is a maintenance and use contract through Project Heartbeat San Diego. This includes interpretation of any data recorded, filing of any necessary reports and resetting the machine after any use. Ms. Tecca then left the meeting.

M. Webb gave the devotion.

L. Beacham summarized and discussed Chapter 3 of the Vestry Handbook on parish finances. R. Craig will lead a discussion of Chapter 4 (Buildings & Grounds) next month.

A motion by R. Traylor, seconded by C. Dick, to approve the minutes as corrected carried unanimously.

We are still looking for a Clerk of the Vestry. The Chancellor is recording the minutes at this meeting. Barring appointment of a Clerk, C. Dick will take minutes at the June meeting.

Committee Reports:

Calling Committee – reported by S. Treadgold – weekly meetings continue. Cindy Trowbridge has been called as Chaplain. They are working on developing the narrative part of the Parish Profile. Progress is being made. The committee needs the Vestry's input on finance compensation issues. S. Ferguson and C. Christopher are working on this issue.

Finance – S. Ferguson – The April 30th financial statements were presented. The trends from the first quarter of the year continue. The budgeted deficit remains \$160,000. The Finance Committee will be undertaking a detailed budget review of year-to-date progress to update the budget and present an adjusted budget. The next Finance Committee meeting will be Thursday, June 16 at 9:30 am. An adjusted budget will be presented at the June Vestry meeting.

The Finance Committee is recommending extension of Rev. Eleanor Ellsworth's contract through the end of the year. Motion by R. Craig, seconded by Z. Knight, to approve the extension of the contract on the same terms as currently existing passed unanimously.

S. Ferguson presented the Finance Committee's recommendation of three names to the Endowment Board. The three names presented are John Gaffney, Craig Lee and Douglas Gordon. Lee is to be appointed to a two-year term. Gaffney & Gordon would serve three-year terms. Motion by R. Traylor, seconded by Z. Knight, to appoint these individuals to the Endowment Board passed unanimously. C. Dick requested that biographical information be distributed to the Vestry on these individuals.

The Chancellor reported on the status of the repayment of the bridge loan to Bishop Mathes.

The Chancellor also reported briefly on the status of the two pending property insurance claims.

The Treasurer offered follow-up on the status of the Clergy Housing Fund. C. Dick reported that he had not found the precedent information that he had hoped to find from other sources. The Finance Committee will address the issue in a meeting. C. Dick will send an e-mail message detailing his concerns and information. This item will be placed on a future Vestry agenda for a thorough policy discussion.

R. Craig reported that there was no report from the Building Committee.

R. Traylor reported regarding the Development Committee. The Committee has not yet met, but will meet on June 14. The time will be announced. A graphical representation of the relationship between the Development Committee, the Finance Committee, the Vestry and the various elements of Stewardship was distributed. It will be discussed at the next committee meeting and presented at the next Vestry meeting. Everyone is welcome to attend the committee meeting.

An updated memo regarding the Stewardship Committee from Lee Ann Slayton was distributed.

A flier for the Bishop's stewardship seminar was distributed. All members of the Vestry are encouraged to attend on June 18 at St. Bartholomew's in Poway. Please let Fr. Ron know if you can attend and he will send in registration.

M. Farrell reported minutes of the Audit Committee. Regular committee meetings will be held on the Second Thursday of each month at 4:30 in the Kinne room.

Z. Knight reported on the status of Ken Simon's journey toward ordination. He seems to have found a home at St. Luke's in City Heights.

Z. Knight offered a suggestion that we need to start planning the celebration of the parish centennial. Fr. Ron suggested forming a committee to start planning issues.

Motion by R. Traylor, seconded by Z. Knight, to adjourn passed unanimously at 7:50 pm.