

**Vestry Meeting
St. James' Episcopal Church
Minutes for January 12, 2010**

“You are no longer strangers and sojourners, but fellow citizens with the saints and members of the household of God.”

The people of St. James are a community of faith rooted in God's unconditional love, seeking to express that love to one another, our neighbors and the world.

Present: John Brewer, Fritz Hughes, Dianne Lowe, Sharon Nitz, Eric Pratt, Margaret Rehberg, Dean Ritchie, Sara Schofield, Stephan Flores, Rev. Mary Beth Rivetti.

Opening Prayer—Dianne Lowe

Approval of Agenda—M./S., Dianne/Fritz—approved.

Minutes of December 8, 2009—M./S., Dianne/Fritz—approved.

Treasurer's Report—review and discussion of end of year report; Dean explained some adjustments and transfers to various funds; also explanation of Rector's Discretionary Fund (budget item) and the Almoners' Fund (special fund that backs up the Discretionary Fund and that includes carryover unspent monies from Discretionary Fund, year to year). May be helpful to Mary Beth to identify one pool of funds from which she can draw rather than the prospect of needing to juggle both funds as sources to draw upon. College Work Endowment resides in the Diocesan investment pool, with 6% of the amount over the last eight quarters available to be transferred, with a motion taken, to the College Ministry Support fund (\$1725.00): Dean/Sara, M./S.—approved.

Old Business

Annual Budget for 2010: Dean/Sharon, M./S. to send “trial budget” to the congregation for approval. Mary Beth suggested identifying for the congregation the specific amount targeted for Property Upkeep at \$10,000.00 with a separate amount of \$21,000 as a special opportunity to support capital projects noted as a distinct additional item for consideration at the annual meeting. Importance of providing some basic health insurance for the church secretary discussed (additional \$5,000.00 listed separately as a distinct line item for health insurance), with strong advocacy expressed for providing this support. Additional \$252.00 line item for Deacon Prep added for support for diaconate education. Discussion of the proposed additional line item of \$2,000 for the Common Ministry budget, following the loss of \$4,000 from the diocese. Motion to send this budget to the congregation for approval: motion approved with one dissenting vote.

Dianne, Sharon, Mary Beth to form a task force to look into how to configure health insurance for the secretary.

Annual Meeting Preparations—All Parish Potluck, and members of the Vestry should be prepared to attend the meeting to discuss the budget and the work of the Vestry.

New Business

Reports from Ministry Areas

Executive Committee (Vestry officers: Rector, Wardens, Treasurer, Secretary)

Rector/Calendar—to be published in the report for the annual meeting. Mary Beth noted the book *Missional Renaissance*, as her “assigned reading” from the bishop.

Sr. Warden—how to manage clergy needs while Mary Beth is on sabbatical, via a visiting priest, approximately a \$13,000 package available.

Jr. Warden / Building & Grounds—Avista evaluated/audited our energy use, and the report came out very well, with additional advice and substantial 95% funding subsidies available to apply for, for bulb replacement for changing our lighting.

Campus Ministry—

Christian Education—

ECW—upcoming meeting.

Hospitality—

Worship—good Christmas season, and plans for a single 9am service for Lent; the single service will create opportunity for a series of discussions for the congregation to reflect and look ahead to our future mission.

Outreach/Social Justice— recent meeting, and will be Lenten program Wednesday evenings on the topic of mission work.

Pastoral Care—

Communications Team—

Announcements

Follow-up checklist on action items: next Vestry meeting will include elections for senior and junior warden, and clerk determined either from within the vestry or the congregation (perhaps the Clerk determined at the annual meeting).

Ministry team focus for next meeting:

Opening prayer for next meeting: Mary Beth

**Next Vestry meeting: - Tuesday, February 9,
6pm – Dinner and farewell to our retiring vestry members
7pm Organizational meeting for new vestry**

**Meeting adjourned: 9:07pm
Compline**