

St. James Vestry Minutes

December 12, 2017

Present - Alex Irwin (Clerk), Linda Young (Rector), Beth Hatter, Todd Butler, Janet Johnson (Office Manager), Sharon Nitz (Senior Warden), Doug Adams (Treasurer), Charlie Hammerich, Eric Pratt

Absent – Rex Burns (Junior Warden), Melissa Williams

Linda started the meeting with a check in at 6:35pm.

- After check in, we did a dwelling in the word exercise.
 - After the reading, we broke off into pairs to discuss the passage.
 - After discussing in pairs, we came back together as a group and talked about what we talked about in the groups.

Consent Agenda

- October Minutes will be sent out later. They had been misplaced.
 - Agenda includes Rectors report, Senior warden and Junior wardens report.
- **Calendar**
 - December 15 – Last Advent Friday
 - December 24th (Sunday) – 8 and 10:30am service, 4:30pm Christmas Eve family Eucharist; 10:30pm Christmas Eve Carols and Festive Eucharist
 - December 25 – 9am Eucharist
 - January 6 – Twelfth Night
 - January 14 – Interfaith MLK service at St. James, 4pm
 - January 28 – Annual Meeting and Elections
 - February 2-3 – Vestry Retreat at Farmhouse at St. Gertrude's Monastery – February 2, 6pm dinner. February 3 adjourn at 4pm – Carpool from St. James.
- Sharon motioned to accept the consent agenda. Charlie seconded the motion and the motion was passed unanimously.

Discussion

- **Elections Committee**
 - Five people will be voted onto the vestry at the annual meeting.
 - Beth, Rex, Charlie, Sharon are rotating off, and we need to vote for someone to take over the rest of Trina Robinsons term.
 - Four of these positions are two year terms, and one is for a three-year term.

- Six people will also be elected to go to convention next year, which will be October 19-21 in Spokane.
 - Three delegates and three alternates.
 - Charlie has offered to be one of the delegates.
 - Sharon asked the vestry to talk with people and see if we can recruit some people to join the vestry.
- **Twelfth Night**
 - Sharon and Janet will create a RSVP announcement for the evening.
- **Building as a Sacrament**
 - Update: An electrician came out to fix the lights out front, since much of the feedback when the vestry walked around was on how dark it was.
- **2017 Parking Funds**
 - Sharon submitted a proposal for parking funds to be distributed.
 - \$4,235.60 has been allocated to outreach.
 - Asking \$2,000 to go towards the backpack program.
 - \$2,235.60 to be divided among three or four charities.
- **Rectors Housing Allowance**
 - The following resolution was duly adopted by the vestry of St. James Episcopal Church at a regularly scheduled meeting held on December 12, 2017, a quorum being present:
 - Whereas, the Reverend Linda M. Young is compensated by St. James Episcopal Church exclusively for services as minister of the Gospel; and
 - Whereas, St. James Episcopal Church provides Rev. Young with rent free use of a church-owned rectory as compensation for services that she renders to the church in the exercise of her ministry; and
 - Whereas, Rev. Young incurs expenses for living in church provided housing; therefore, it is hereby
 - Resolved, that the annual compensation paid to Rev. Young for calendar year 2018 shall be \$39,140, of which, \$3,000 (\$250/month) is hereby designated to be housing allowance pursuant to Section 107 of the Internal Revenue Code; and it is further
 - Resolved, that the designation of \$3,000 as a housing allowance shall apply to calendar year 2018 and all future years unless otherwise provided by the vestry; and it is further
 - Resolved, that as additional compensation to Rev. Young for calendar year 2018 and for all future years unless otherwise provided for by this vestry, Rev. Young shall be permitted to live in the church-owned rectory located at 1500 NE Stadium Way, and that no rent or other fee shall be payable by Rev. Young for such occupancy and use.
- **AED Purchase**
 - Linda is looking at buying an AED for the church.
 - Price is around \$1,000.
 - Looking at grants for AED's
 - Possibly purchasing two, one for the church and one for the Community Child Care Center, if they do not have one.
- **Budget**

- Doug passed out the proposed budget
 - We had a very successful pledge drive, that raised in pledge giving's a fair amount.
 - Increase in amount of people pledging and in pledging amounts of people who typically pledge.
- On track to be a little above even for 2017, if not counting carpet replacing that came from reserves.
- Not sure on property upkeep number, as it is in flux, depending on weather.
- Will be approved on next meeting, January 9, in time for Annual Meeting
 - Vestry will adopt it, not at the annual meeting.
- **Building Use Policy**
 - Beth wrote up a building use policy for us to look over
 - Beth used pricing from old document, can be updated but is being used as a reference point.
 - A couple of updates and edits to the document was added.

Decisions

- **Parking Funds**
 - Proposal one – Linda motioned that the Backpack program to receive \$2,000 from the funds. Beth seconded the motion and it was passed unanimously.
 - Proposal two – Beth motioned to split the remaining amount evenly four ways, for an amount of \$558.90 to the Community Relief Fund, Episcopal Relief and Development, Alternatives to Violence of the Palouse, and Habitat for Humanity. Charlie seconded the motion, and it was passed unanimously.
- **Rectors Housing Allowance**
 - Sharon motioned to accept the Rectors Housing Allowance, Beth seconded the motion and it was passed unanimously.
- **Action Items**
 - Parking funds distributed.
 - Looking for Vestry members

Adjourned with compline at 8:35pm

Minutes submitted by

Alex Irwin, St. James Clerk