

**St. James' Episcopal Church**  
**Vestry Minutes**  
**December 8, 2008**

**WORSHIP**

Rev. Nancy Gossling opened with a reading from *Watch for the Night*. A discussion followed on whether we felt closer to the crib or to the cross. Rev. Nancy also read from *Grace for the Moment* and shared her experience at the Advent retreat last weekend.

**DISCUSSION**

The monthly meeting of the Vestry of St. James' Episcopal Church was called to order at 6:32 at St. James' Church.

Present were Ed Crow, Chip Flanagan, Fred Larson, David Buddington, Nancy Goodwin, Lisa Brainerd, Amy Carvell, Gail Lebert, Gayle Kataja, Rev. Paul Habersang, and Rev. Nancy Gossling.

**Outreach Commission**

Amy Carvell handed out the action plan for the Outreach Commission.

The commission's budget was \$13,400 and they have distributed \$9,800. A discussion followed on how to celebrate the work of this commission and the importance of "in kind" contributions in the annual report.

There are eight families with eighteen children who will receive Christmas items from us this year.

Gail Lebert handed out the report for goals and objectives of the Share the Faith/Evangelism committee. There was a discussion about reaching out to Colchester and Marlborough.

Due to the current budget shortfall it was decided not to match donations made by parishioners to Gifts for Life. Amy will inform the parish.

**Administration Commission**

Gayle Kataja reported that the Administration Commission has a strong human resources committee that meets monthly and has completed a great deal of work.

Office Operations is the other committee under Administration, and Gail Finn and Nick Daukas are working on this.

**Financial Update**

Fred Larsen reported that we could have a substantial deficit by the end of FY 08. He stressed the need to keep our expenses under budget.

There was a discussion about sending a thank you card to each person who pledges and about creating pledge opportunities for our ongoing capital campaign. This will be discussed at the next finance committee meeting.

Due to the financial situation it was decided not to place paid ads in the Glastonbury Citizen for our Christmas services, but to use our sandwich boards to advertise service times.

At our budget planning meeting next week Fred will include a 4% cost of living increase and also an increase for insurance costs.

## **INFORMATION**

### **Rector's Report**

Rev. Nancy discussed her trip to Haiti, Safe Church training and the Advent retreat. She met with the Human Resources committee, the Worship Commission, and with the Outreach, Newcomers and Share the Faith commissions.

She attended the interfaith Thanksgiving service and also blessed Paul's new house at his house warming.

Planning has begun for the vestry transition. There was a discussion about the need to pass on operating procedures to new vestry members.

Rev. Nancy will go to Mississippi June 21-28 to investigate a mission trip for our youth. The J2A program suggests that the youth alternate between a mission trip and a pilgrimage each year.

January 14 will be the first meeting for a 20's and 30's group. A young mother's bible study group has also formed.

Deacon Gary's responsibilities are being divided up. Rev. Nancy will oversee the Outreach Commission.

### **Assistant Rector's Report**

Rev. Paul attended a clergy recertification day with a session called "Ministering in the midst of pornography." There was a discussion about inviting the speaker to our church and inviting the larger community, but this decision was postponed until after the budget process.

Rev. Paul attended a quiet day at Camp Washington.

To plan for confirmation classes for grades 9-12 he met with Anna Aramini, the leader for the upcoming retreat on January 10 at St. Thomas Seminary.

Rev. Paul reported that he would like to recruit more teachers to prevent teacher burnout. He plans to have youth participate in the service one Sunday a month.

He reported that the Celtic spirituality class is going well. The next offering will be held between the services January 4 and 11 on how to plan your own funeral.

The college ministry sent boxes to 23 college students preparing for exams.

### **Feedback**

There is a need to publicize the commission structure. It should be very clear on who to contact.

Gayle Kataja passed out the church attendance figures and the numbers have gone up in October and November. The vestry would also like to see the church school attendance figures separately.

All agreed that the youth did a great job during the service last Sunday. The vestry forum and pizza luncheon was very worthwhile following the 10:00 service.

There was a discussion about the problems with our sound system.

Barbara Buddington would like the vestry to provide bullet points for each issue of the Network.

The ECW luncheon was a great success and \$41 was collected, which will go into the general fund.

### **Commission Structure/Vestry Committee**

Several vestry members met with Rev. Nancy to discuss the relationship of the Fellowship, Pastoral Care, and Radical Hospitality commissions. One of the recommendations is to create a separate vestry committee for Radical Hospitality. The vestry needs to charge and staff this committee. Ed requested that the charge be presented at the next monthly vestry meeting.

## **DECISIONS**

### **Treasurer's Report**

We will meet next Monday night to decide on the 2009 budget.

### **Approval Minutes**

Fred Larsen moved and Gayle Kataja seconded the motion to approve the minutes from November. It passed unanimously.

### **Vestry Search Committee**

Ed updated the Vestry on the positions that remain unfilled for next year. Joe Adams asked to be replaced for the last remaining year in his vestry term. Rick Edwards has agreed to replace him as an at-large member. Rich Mills has agreed to serve as Senior Warden, Jim Bennett as Junior Warden, Fred will remain as treasurer, with David Buddington as assistant treasurer. Jennifer Daukas will serve as clerk, Leslee Flanagan on worship, Carl Banker on communications. The Diocesan delegates will be Carol Donovan and Ed Crow.

### **Use of the Kitchen and Other Property Issues**

There was a discussion about our insurance policy requirement that certain groups meeting on church property must have a St. James sponsor who attends the meeting. The Outreach committee will consider this in the future.

### **Next Meeting**

Rev. Nancy passed out the dates for vestry meetings in 2009. She asked us to check our calendars since the date has been changed to the third Monday of the month. We will meet next Monday, December 15 to discuss the 2009 budget.

## **WORSHIP**

Rev. Paul ended the meeting with a reading of Psalm 62.

The meeting adjourned at 9:53.

Respectfully submitted,  
Nancy Goodwin