

St. James' Episcopal Church
Vestry Minutes
April 20, 2009

WORSHIP

Rev. Nancy Gossling opened with a reading from Compline.

DISCUSSION

The monthly meeting of the Vestry of St. James' Episcopal Church was called to order at 6:35 pm at St. James' Church.

Present were Rich Mills, Fred Larson, Leslee Flanagan, Lisa Brainerd, Gail Lebert, Gayle Kataja, Nancy Goodwin, Rick Edwards, Carl Benker, Ann Cahill, Jennifer Daukas, Rev. Paul Habersang, and Rev. Nancy Gossling.

Administration Commission

Gayle Kataja previously e mailed, to members of the Vestry, the attached Plan for the Administration Commission. Gayle highlighted the following:

- There are three committees under the Administration Commission. Human Resources, Office Operations and Planning Committee. The commission is planning on folding the Office Operations committee into the Human Resources Committee.
- Gayle discussed with the Vestry, the Planning Committee. The Vestry agreed that the Planning Committee should be an ad hoc committee reporting directly to the Vestry and not to the Administration Commission.
- The commission is working on updating job descriptions and expects to complete that task by 12/31/09.
- Evaluations for staff have been completed using diocese guidelines.

Gayle asked the Vestry to think about how we transition from a pastoral church to a program church and what the role of the volunteer is vs. our paid staff.

Stewardship Commission

Fred Larson passed out a number of handouts and highlighted the following regarding the Stewardship Commission:

- The offerings continue to be strong. Rick Edwards spoke about our First Quarter Offerings and discussed how he anticipated the rest of the year going.
- The Stewardship Committee has identified some events. They are in the preliminary discussion stages but include a Spring Fling, Duck Race, Mystery Theater, Apple Feast Booth, a dance and an event called They call me Lizzy. Chip Flanagan is working on identifying how much each event is expected to make and who might chair the event. The Vestry was interested and excited

about the events and asked Fred to suggest to the Stewardship committee that they may want to think about limiting the number of events and keep them spread throughout the year so each event is well attended.

- The idea of asking college graduates, who are church members, to pledge was suggested. Fred will look into this.
- A suggestion was made to provide parishioners with information on how much it costs to run the church so parishioners have an overall understanding of the finances needed to run St. James. The Finance Committee will follow up on this.
- A question came up as to where memorials/gifts appears on the balance sheet. Fred will confirm the placement of this item with the bookkeeper.
- Fred presented the Treasurer's report and it was approved by the Vestry.

Commissions' Needs for Guidance/Support from Vestry

Nancy Goodwin discussed the Share the Evangelism Committees idea of a "catchy slogan" to put on a banner outside of the church. The Vestry suggested working together with other Commission heads who would be involved in putting up a banner outside the church. The Vestry approved the slogan "Our church is 150 years old, our thinking is not."

Gail Lebert updated the Vestry on the upcoming Spring Fling on May 2. The Spring Fling Committee is hoping to raise \$15,000. Barbara Edwards, chair of this event, is looking for help setting up and breaking down on Saturday. In addition, she is looking for greeters and for more donations to the event. Please contact Barbara if you can help out.

Rich Mills reminded Vestry members that if an issue comes up between Vestry meetings, it is not necessary to wait until the next meeting to raise it. You can contact Rich Mills, Reverend Paul or Reverend Nancy.

INFORMATION

Rector's Report

Reverend Nancy reported that she and Reverend Paul have completed the confirmation classes and covered all the guidelines they had set out to. Nancy read us some of the confirmands prayers (anonymously). Nancy remarked at how proud she is of this special group and the Vestry concurred. The church will celebrate the confirmands at an upcoming coffee hour. Paul has reserved 10 spaces in the upcoming Borderlands trip. Holy week, Easter, Lent and the Hunger Feast all went well. Nancy read Stephanie Spellers book and thought it was great. Nancy reminded the vestry members to check their vestry boxes for copies of publications and information. Nancy will be asking Gail Finn to sent "Vestry Papers" out electronically to vestry members. In 2010 there is an outreach trip planned to Mississippi for the youth over 16 and adults and a pilgrimage to

Ireland for the Adults in the fall of 2010. Reverend Nancy also reported that Rich Connell has designed a platform for the lawn on Main Street where an octagonal trellis can be built later on. It will be shipped here and a group of parishioners can put it together. It will be a wonderful opportunity for education, and fellowship at a low cost.

Assistant Rector's Report

Reverend Paul reported that Christian Formation for Youth and Adults has been going well. In March 3 Faiths/1 God was well attended by 20 – 25 participants each session. In April, Jim Ervin will be offering a session on Meeting Jesus Again for the 1st time. May will start with David Jay offering a 4 part series on the Foundation of God and in later May, Rich Connell and Reverend Nancy will offer a session on Medieval Architecture. Pastor Henderson will be presenting “Popcorn Sessions” between the 8 and 10:15 services. Such topics as Keeping Relationships healthy, Growing Older and a Men’s only session will be offered.

As the end of the church school year approaches, Reverend Paul and Lisa Brainerd hope to hold a Review Session with the teachers to learn what went well and what can be improved upon for next year.

Reverend Paul is looking at implementing a survey to be mailed to the congregation.

June 7 will be Youth Sunday. The Borderlands trip is in good shape and all involved are looking forward to a rewarding experience.

Paul updated the Vestry on the Newcomers Committee, thanking Gail Lebert and Gayle Kataja for a successful newcomer’s luncheon. The Easter egg hunt for the children went well thanks to Jeff Lebert and Lisa Brainerds hard work.

Feedback

The sermon that Rich Mills delivered was well received by parishioners. Leslee Flanagan reported that she has heard positive feedback on the Adult Education sessions that have been offered. Positive feedback was also heard regarding the 6:45 am Lent service. It was a peaceful and reflective time. The suggestion was made to let parishioners know the length of the service so more people could plan to attend before their work day began. Leslee also mentioned how great the 5:00pm Sunday service is. Kudos to the Newcomers committee for a very successful Newcomers luncheon.

Rich Mills will follow up on Vestry pictures and Carl Benker will follow up on the sign up sheets for the bulletin boards.

DECISIONS

Approval Minutes

Gayle Kataja moved and Gail Lebert seconded the motion to approve the minutes from the March 16, 2009 Vestry meeting. It passed unanimously.

Vestry Forum

Rich reported that the next Vestry Forum is scheduled for June 14th after the 10:15 am service. The topic is still in the works.

WORSHIP

Vestry members selected a prayer partner to pray for during the next month.

Rev. Paul concluded the meeting with a closing prayer.

The meeting adjourned at 9:05 pm.

Respectfully submitted,
Jennifer Daukas

Mission Statement: To strive to keep the parish focused on our worship of God and on prayer in order that we grow spiritually. We seek to continually expand and improve all aspects of our worship and spiritual development. We will explore creative ways to attract new members to the Body of Christ.

**Action Plan
2008**

September 23,

1. Add noonday prayers for peace on Thursdays from 12:00PM-12:30PM. Deepen and expand this service to include silence and/or centering prayer. Advertise this service on sandwich board weekly.
2. Use alternate forms of the Prayer's of the People, sung and spoken Eucharistic Prayers, 5th Sunday liturgies based upon seasonal changes.
3. Start a new middle choir for the youth. Explore new music for the liturgy; canticles/service music/hymns.
4. Actively review the renovation needs of the present organ. Explore enhancing the organ to reflect the growing parish/music program.
5. Continue to recruit and train a corps of acolytes and new lay assistants and maximize their participation in all services. Initiate bi-monthly acolyte training after the 10:15AM service.
6. Recruit and train new members of the altar guild, including youth as appropriate.
7. Combine usher/greeter ministries while expanding and training the corps.
8. Continue to evaluate the time and days of our worship services; adding, revising, and subtracting as appropriate.
9. March 29th will be MDG Sunday. Coordinate with Outreach Committee, DCE, Minister of Music, & Children's Choir Director.
10. Establish 5th & 6th grade acolyte banner ministry. Display banners visibly and as appropriate according to the liturgical season.
11. Communicate the healing ministry workshop to be held at St. James', West Hartford, February 28, 2009. Explore the healing ministry at St. James' Glastonbury.
12. In conjunction with the Christian Formation Commission, explore end of life issues such as funeral planning, wills, and living wills.
13. Offer confirmation, reaffirmation, and reception classes in 2009.
14. Offer a Blessing of the Animals on October 5, 2009.
15. Consider offering a bible based musical theater program for children and youth.
16. Explore the St. Andrew's Brotherhood for men and boys at St. James' Glastonbury.
17. Explore both the options for men's and women's retreats.
18. Explore the possibility of establishing quiet days at St. James'.

19. Each area of ministry responsibility will identify and appoint an assistant to insure consistency and follow through.