

**St. James' Episcopal Church**  
**Vestry Minutes**  
**October 19, 2009**

**WORSHIP**

Reverend Paul Habersang led the Vestry in Evening Prayer, Rite II.

**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, Lisa Brainerd, Leslee Flanagan, Gail Lebert, Gayle Kataja, Nancy Goodwin, Rick Edwards, Jim Bennett, David Buddington, Scott Thompson, Jennifer Daukas, Rev. Paul Habersang, and Rev. Nancy Gossling.

**Stewardship Commission Report**

Chip Flanagan was present to go over plans on the upcoming Stewardship Campaign.:

- Fred Larson thanked Chip for his hard work in preparing this years campaign. He reminded the Vestry that expenses will not go down next year and sources of income that were there to use in the past won't be there next year. The Every member Stewardship Campaign must be successful.
- Chip then passed out four (4) handouts which he went over with members of the Vestry. Chip sought the Vestry's opinion on using color photos of the church vs. black and white photos in the Stewardship Materials. The Vestry concurred that the color photos made a nicer presentation and would not be of extra charge as the printing was donated.
- Presently the Stewardship Campaign is focused on the treasure portion of the formula Time, Treasure and Talent. The Committee will focus on the Time and Talent piece of the formula beginning in January 2010. The Stewardship Committee is committed to improving the Parish Profile so it has included a questionnaire to be filled out by each parishioner in the Stewardship packet.
- Tremendous thanks to Chip Flanagan, Fred Larson, Dave Buddington, and Rick Edwards for the great job they have done planning this years Stewardship Campaign.

**Vestry Forum, November 1**

Rich Mills reminded Vestry members that the next Vestry forum is scheduled for November 1 from 9-9:45. The focus will be on the Stewardship campaign. Rick Edwards encouraged Vestry attendance at this forum.

**Commission Needs**

- Radical Hospitality – Gayle Kataja explained that her committee looks for ways to get people here to our church. They explore different “on ramps”. Once they identify an opportunity they turn it over to the appropriate commission to follow through on. Gayle and her committee will focus on getting the commissions involved sooner in the process as to ease the transition.
- Share the Faith – Nancy Goodwin is concerned about dwindling membership on this committee. There has been interest in the parish by individuals signing up to run a certain event but not much interest in members sitting on the committee. Nancy also questioned the differences and duties between Share the Faith and Radical Hospitality. Rich Mills, Gayle Kataja and Nancy Goodwin will sit down to further discuss.

## **DECISIONS**

### **Treasurers Report**

Fred Larson gave the Treasurers Report and highlighted the following:

- Remainder of 2009 will be focused on pledge income. September was under budget. Rick Edwards and David Buddington have been reviewing the pledges and they have found that there are some large pledges out there that have yet to be paid. David Buddington mentioned that the gap is people that have made annual pledges not weekly pledges. If we are able to collect on some of these pledges and the commissions that are presently under budget stay under budget than we will be ok.
- Fred reminded members that every commission leader should have received a report showing what they have spent to date. Fred also reminded members to send their proposed 2010 budgets to him by November 1.
- The balance sheet is cleaned up as a result of the motion passed by the Vestry last month.
- Capital Campaign – a letter is going out to those who pledged but have not paid. The letter asks those folks to please let Fred know what their intention is so the campaign committee can make further plans. The end of the campaign was extended until July 1, 2010. Fred and his committee will convene at that time and decide if they will have another smaller campaign to make up the difference or take another path.
- Special Funds – Fred will check to see if we can move money between funds.

Rich Mills thanked Fred for his report and hard work. The Vestry approved the Treasurer’s report unanimously.

### **Approval Minutes**

Gayle Kataja made a motion to approve the minutes from the September 20, 2009 Vestry meeting and Leslee Flanagan seconded the motion. The motion passed unanimously.

## **INFORMATION**

### **Rector's Report**

Reverend Nancy reported on many things highlighting the following:

- Working on Outreach with all ages.
- Working with Interfaith Clergy on a project to deliver frozen turkeys to shelters.
- Working with parishioners on our Chili Booth at the Apple Festival.
- Pastoral Care issues including funerals, employment issues, hospital visits and meetings with newcomers.
- Worship – planning baptisms and overseeing the Chapel, blessing of the animals and Rhythms of Grace.
- Attended the Lay Assistant Training
- Met with Bishop Ahrens
- Attended Stewardship meetings.
- Working with Church Leaders to make sure they are clear on the Commission Structure and our churches mission and vision/goals statement.

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

Reverend Paul reported on many things and his highlights are as follows:

- Paul is focused on expanding the Youth program during his second year. He is looking at ways to build the program.
- Rev. Paul sent an informative letter to families with children in grades 6 – 12 describing the activities going on in our church for Youth.
- Gail Finn has done a great job putting together a list of all kids enrolled in grades 6 – 12. Paul has found this to be a valuable tool.
- Rev. Paul has made contact with parishes in the State of Connecticut to gather “best practices” with youth programs. Having a service component seems to be a huge attraction for the youth.
- Paul is meeting with the Rite 13 parents this Sunday to gather their thoughts and share ideas.
- Kids who participated in Heads Up Hartford, the Borderlands trip and the Dominican Republic trip will speak at a potluck lunch being held at the church on November 22. This lunch will be hosted by the Outreach committee. Paul will meet with these groups to help them organize their talks
- The number of youth involved at St. James' has grown and continues to grow. Last year we had 38 kids involved and this year we have 54 kids.

## **Junior Warden's Report**

Junior Warden, Jim Bennett, updated Vestry members, highlighting the following:

- Roof over Sanctuary – Thank you to Scott Thompson, who scraped the roof.
- Tower Roof – Work on this roof begins tomorrow.
- Watering System – A very kind donation was made to pay for a watering system which would water all grass and gardens. The only cost to the church is to pay for the water usage.
- Jim is looking into replacing the present light bulbs with florescent bulbs, which last longer.
- The church has been getting cleaned on a regular basis and looks great.

## **Update Regarding Apple Festival Booth and Web site**

Nancy Goodwin reported that the Chili Booth at the Apple Fest was successful despite the festival being canceled due to rain on Sunday. The church netted \$1050. We received donations from Whole Foods and Center of the Plate for meat. The Glastonbury Historical Society donated the Tent. A huge thank you to Rob and Ginger Lynn for working so hard to make this a successful, fun event.

Carl Benker was not able to attend this meeting but Rich Mills reported that the website is up and running. Carl is aware that the photos need to be updated and is working on that. Commission leaders were reminded that it is their responsibility to update their specific commission sections on the site. Gail Finn keeps the calendar up to date. Thank you to Carl for his hard work.

## **WORSHIP**

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

Rev. Nancy concluded the meeting with evening prayer.

The meeting adjourned at 9:20 pm.

Respectfully submitted,  
Jennifer Daukas