

St. James' Episcopal Church
Glastonbury, Connecticut
Vestry Minutes
November 30, 2022

Attendance: Mitch Chester, Rich Connell, Bob Dugger, Don Gardner, Rev. Don Hamer, Becky Lee, Deb O'Donnell, Joyce Reynolds, Ralph Urban

Absent: Alison Banker, Cheryl Turner

Opening Prayer 7:05 PM Deb O'Donnell

1. Reminder: Rich Connell and Becky Lee have served their terms on the Vestry and will be going off at the end of this year. We thank them both for their time and service. Moving ahead, we should begin thinking about possible candidates to serve for a next three-year term. Please offer suggestions to the Senior Warden before approaching any potential candidates directly. Refer to additional comments below.
2. September 14 and October 26, 2022 Vestry minutes were unanimously approved on a motion by Joyce and a second by Becky.
3. Budget: Bob Dugger
 - a. Pledge card status is at approximately 50 received and 22 missing.
 - b. The Finance Committee further discussed the proposal to move a portion of the existing funds into interest generating accounts and brought a specific proposal to the Vestry Meeting to do so. It would involve investing from both the General Checking and Joining Jesus Fund in a way that amounts are invested quarterly throughout 2023. The following motion was made by Debbie, seconded by Don G. and unanimously approved:

"To invest \$80,000 from General Checking with a \$20,000 note maturing quarterly in 3/2023, 6/2023, 9/2023 and 12/2023 as well as to invest \$100,000 from Joining Jesus Fund with a \$25,000 note maturing quarterly on 4/2023, 7/2023, 10/2023 and 1/2024; and then revisiting the investments with the Vestry when the notes mature each quarter. All investments will be in Treasury Bills or Treasury Bonds, which will be invested using the Bank's Charles Schwab Account."
 - c. BNI will be using the Parish Hall for weekly meetings at a rental rate of \$100 per week.
 - d. A proposal is being made to Whole Foods that would increase their parking rate from the current \$2,500 per month to \$3,500 per month.
4. A copy of the St. James' Parish Meeting Individual Table Discussion Notes from October 2, 2022, concerning parish desires to be considered in the calling of a new Priest-in-Charge were distributed. These will be reviewed at the upcoming Vestry Retreat.

5. Ralph has conducted a tour of the church facilities to review the current storage of parish records.
 - a. Records are everywhere.
 - b. Vital parish records, including Register Books that go back to the 1840's (which represent a 6-7' stack of ledgers) should be stored in a fireproof safe.
 - c. Ralph met with West Hartford Safe and Lock. It would cost approximately \$5,000 for a new safe. One option is to retrofit a gun safe. Don G. noted that these are available used on Facebook Marketplace and other similar websites. West Hartford Safe and Lock also suggested that a room in the Parish Hall could be upgraded to provide a fire-resistive rating. Rich noted that this would typically be one-hour, which seems to be the same as the protection that a safe would provide. One issue is that we have a fire protection sprinkler system. While it helps limit fire risk, it also could cause the records to get wet if a sprinkler head goes off to fight a fire either above the space or within the space, so some form of additional protection for the vital records is probably warranted. Rich to review what is needed to upgrade the room.
 - d. It is time to do a general housekeeping.
6. Don H. gave a PowerPoint presentation on "Doing More with Less: Advancing God's Mission with Ministry Quadrants". This was based on a very successful re-organization and streamlining of the various parish committees and initiatives at Trinity Episcopal Church in Hartford. It involves establishing an organization with four quadrants; one for Worship, Christian Formation, Parish Care and Outreach & Mission. While St. James' currently has the components of these quadrants, there lacks the necessary communication and coordination between the various groups and the previous approach to have vestry liaisons is no longer functioning. The new approach would identify liaisons who are not vestry members, looking for individuals who are passionate about that parish initiative. These liaisons would meet with a Vestry Executive Committee every two weeks as they look to coordinate efforts and then bring items to the monthly Vestry Meeting.
7. Suggestions on potential new Vestry members should be given to Debbie. Marie Dixon has expressed interest in the past.
8. The Vestry Retreat will be in Friday evening, January 6th and Saturday morning/early afternoon, January 7th. It will be held at the Church.

Next meeting December 14, 2022, 7PM in Person at the church

Motion to adjourn by Bob and seconded by Ralph.

Adjourned: 8:30 PM

Closing Prayer: Don Gardner