

St. James' Episcopal Church
Glastonbury, Connecticut

Vestry Meeting Minutes
Approved by the Vestry, with corrections, at the June 22, 2022 meeting

June 8, 2022 7:00 pm, In Person @St. James'

Attending: Mitch Chester, Bob Dugger, Don Gardner, Becky Lee, Debbie O'Donnell, Joyce Reynolds

Absent: Alison Banker, Rich Connell, Erin Perrelli, Cheryl Turner

Opening Prayer

- The Vestry was in agreement that the June 5 farewell service and brunch for the Rev. Denise went well.
- The Vestry reviewed actions to conclude the Rev. Denise Cabana's tenure by the Senior Warden Debbie O'Donnell and Junior Warden Mitchell Chester in the last several weeks, including:
 - The church credit card holder was changed with Key Bank to Junior Warden Mitch Chester.
 - The Rev. Denise left her church keys with the Senior Warden.
 - The Church-owned laptop and tablet will be thoroughly erased by St. James' technology contractor
 - The church zoom account is now assigned to the Junior Warden.
 - Fire alarm/Burglar alarm calls will now go to John O'Donnell (an electricity failure triggers an elevator alarm).
 - The church will be unlocked on Sunday mornings by either Jim Barry, Music Director or Debbie/John O'Donnell.
 - Collections for the "Purse" gift for Denise have not yet concluded. Parishioners will be reminded at upcoming opportunities; the collection will end on Sunday, June 26.
- Debbie O'Donnell informed the Vestry of worship service planning through August. An Episcopal Priest is now scheduled for each Sunday up until the 3rd week of August. Wednesday, June 8th's e-blast listed specific information on this topic. The Rev. Dr. Don Hamer will be conducting most worship services.

- Mitch Chester noted that the donated grand piano will be delivered on June 28 while the current upright/spinet piano will be moved to the Parish Hall and the current Parish Hall piano will be removed by the moving company.
- The Vestry considered possible candidates to fill the vacancy resulting from the recent resignation of Fred Faulkner. There was agreement that the vacancy should be filled as soon as possible.
- It was agreed that a “Summer Network” newsletter should be developed by July 1. Contents should include “what’s going to happen,” the worship schedule (weekly Eucharist), etc. Don Gardner will write an article addressing themes in *Part Time is Plenty*.
- There has been no communication (response) from ECCT to Debbie O’Donnell, to date, regarding St. James’ clergy changes.
- There was an energetic discussion about the “Black Lives Matter” banner at the front of the church. The Vestry agreed that it had been in place for one year and a half and was overdue to change out to a different communication. Mitch noted that, as a church, we should be inclusive rather than exclusive. Other messages for banners will be considered.
- After a spirited discussion about the existence and use of television monitors in the Nave, the Vestry agreed that further opinions from the congregation should be solicited from a range of age groups.
- There was a brief discussion of paper bulletins versus weekly PowerPoint development, an ongoing discussion with Dawn Hardwick and Jim Barry. PowerPoint slides will continue to be used at this time.
- Coverage during Dawn Hardwick’s (Parish Administrator) vacation absences is being pursued. She had a previously-scheduled family vacation planned for 3 weeks (July 18-August 8) before she was hired.

Debbie listed the tasks to be covered with no Rector (tasks shared by “ecclesiastical authority”).

- Wednesday e-blasts (Deb will write)

- ~~Letter to congregation, regarding no rector, etc.~~ (Referenced in ECCT documents) The Vestry agreed that the Rev. Denise's letter to the congregation in May meets this criteria.
- Communications
 - Website? Discussion led to conclusion that there were two parts to the website: 1. design and 2. content. Hire for a designer?
 - The Network needs to be put together and disseminated regularly, current deadline for a Summer Network is June 27.
- Pastoral care - The Rev. Don Hamer will address and coordinate with LEMs. Who's on the list? Did Jodi know?
- Thursday Morning Book group - Debbie will take the lead with this group (bi-weekly).
- Staff- Debbie will meet with the parish administrator and bookkeeper (Dawn Hardwick and Joanna Rivera -Bremmer), weekly, to coordinate church functions and planning.
- Worship service - Responsibilities for supply clergy and preaching schedules will be shared between Don Hamer, Debbie O'Donnell, and the parish administrator, Dawn Hardwick.
- Don Gardner will take on the reorganization of St. James' "mission" structure, to streamline and make more effective how each mission/project is overseen by a vestry member who then communicates the status of each to the Vestry when appropriate. Changes may include that the incoming one-half time clergy person will not be expected to attend every committee meeting, etc.

Closing Prayer

Adjournment @ 9:15 pm.

Respectfully submitted,
Debbie O'Donnell