VESTRY MEETING AGENDA - JUNE 2016
VESTRY MINUTES_MAY 2016 (Policy on Alcohol attached)
SENIOR WARDEN UPDATE _ JUN 2016
JUNIOR WARDEN VESTRY REPORT — JUN 2016
JUNE 2016 FUNDRAISER COMMITTEE UPDATES
ST. JAMES ECW MAY 2016 MINUTES

The following documents can be reviewed in the Parish Office

ST. JAMES FINANCIALS MAY 2016
VESTRY MEETING AGENDA

DATE: June 21, 2016
TIME: 6:30pm

Opening Prayer Time (Dwelling in the Word)

Consent Agenda

Note: Treasurer’s financials will be included in the “read-a-heads” for today’s Agenda. However, all financial information will be discussed in New Business, time permitting.

- Vestry Minutes — May 2016
- Jr. Warden Vestry Report — June
- Senior Warden Update — June
- June 2016 Fundraiser Committee Updates
- St. James ECW May 2016 Minutes

- St. James’ Financials May 2016 (read-ahead for discussion, if necessary)
- Policy On Alcohol (read-ahead for New Business/Discussion/Vote)

Old (or Unfinished) Business

- Follow up on Wedding Manual and Alcohol Policy

New Business

- Alcohol Policy
- Financials
- Mass on the Grass and other “reaching out” opportunities for St. James
- Rev. Whit Stodghill — Start/Keep/Stop Exercise
- For the July meeting, in preparation for Stewardship, you will be asked to submit, Anonymously, the percentage of gross income before taxes you give to the church. Whit will explain the reasoning for this exercise
- Reaching out for new Vestry members in preparation of 2017

Compline

Next Regularly Scheduled Vestry meeting: Tuesday, July 19, 2016 @ 6:30pm
There was a Vestry Meeting of St. James Episcopal Church on Tuesday, May 17, 2016. In attendance were: Susan Hinkel, Joe John, Ed Heymann, David Gleason, Mary Harding, Ann Schatzinger, Terry Quinlan and Rev. Whit Stodghill. Absent: Gabi Keemer and Corky Webb.

**Opening**

Rev. Whit led us in opening prayer time.

**Consent Agenda**

Ed mentioned that there is no cost for the carport. We’re not buying carpet, just stretching it. We agreed not to change any numbers on the JW’s report, rather just amend that page when necessary. We agreed and Ed moved that the Consent Agenda be approved; Susan seconded and the motion passed.

**Old Business**

The Parochial Report is finished and has been sent to the Diocese. Our parish administrator, Angel, did extensive work and cross-referencing to pull this report together.

Rev. Whit asked that at the next meeting we have a list of families/individuals that have not been attending church so that we can plan to reach out to these folks with a note or a phone call.

Anyone wishing to see the Parochial Report please contact Joe or Angel.

**Junior Warden Report**

Ed reported to us that Merrick has advised us to wrap the fascia for the gutters in metal instead of painting them. Wrapping would last up to 25 years and would eliminate repeated painting of the fascia. Ed will get a price on the cost of wrapping vs. painting and the Vestry will take an email vote on whether to wrap or paint.

There have been some concerns from the congregation regarding the stretching of the carpet in the sanctuary. We will communicate patience to everyone as we go through the process of doing maintenance work on our church. We are starting from the top, the roof, and working down. In the meantime, since there have been many concerns about the safety of our rippling carpet, we feel that stretching the carpet is the best thing to do at this time.

**New Business**

Rev. Whit shared with us her early impressions and the things she would like to see us accomplish together in the months ahead as we prepare to call a new rector.
She would like to see us come together every other Sunday for 45 minutes between services, or after the 10:30 a.m. service. The idea is for the first 10 minutes or so we get coffee, etc. and then form a group and Rev. Whit will lead us in doing the work we need to do before we are ready to call a rector. The other Sundays are left for the DOK and the ECW to hold meetings.

We discussed our need for a welcoming program for new attendees of church. We have had a plan in the past but we haven’t kept up with it. We also discussed ways that we can keep up with other fellow members by noting who hasn’t been attending lately and reaching out to those people who may have challenges such as illness, personal problems, or other obstacles keeping them from church. The DOK has a huge role in keeping up with who is ill, in the hospital, etc.

We discussed the church’s new policy on alcohol. This “Policy on Alcohol” will be attached to the minutes. In our Wedding Manual we have a section that addresses the use of alcohol. We need to compare that to the new church policy and make necessary changes to it in the Wedding Manual, and also make it a stand alone policy for our church. Susan Hinkel will work on this.

Rev. Whit requested that we consider subscribing to Rite Worship, an online bulletin builder, which is an excellent resource for preparing our bulletin each week and to have access in one place to many resources. We subscribed.

**Other Business**

There were no questions about the financial reports.

**Adjournment**

There being no further business we adjourned. Rev. Whit led us in a closing prayer.

The Rector During the Interim’s compensation is $750 per week (paid semi-monthly), plus FICA, plus 18% assessment to the Church Pension Fund. Since Rev. Whit Stodghill is employed full time at Norton Healthcare, there is no medical coverage. Contract with the Interim Rector does not include a housing allowance.

Respectfully submitted,

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Joe John  Ann Schatzinger
Senior Warden  Secretary

attachment
**Policy on Alcohol**

The church’s new policy on alcohol now reads:

1. The Church must provide a safe and welcoming environment for all people, including people in recovery.

2. All applicable federal, state and local laws should be obeyed, including those governing the serving of alcoholic beverages to minors.

3. Some dioceses and congregations may decide not to serve alcohol at events or gatherings. Others may decide to permit a limited use of alcoholic beverages at church-sponsored events. Both can be appropriate if approached mindfully.

4. When alcohol is served, it must be monitored and those showing signs of intoxication must not be served. Whenever alcohol is served, the rector, vicar, or priest-in-charge must appoint an adult to oversee its serving. That adult must not drink alcoholic beverages during the time of his or her execution of his or her responsibilities. If hard liquor is served, a certified server is required.

5. Serving alcoholic beverages at congregational events where minors are present is strongly discouraged. If minors are present, alcohol must be served at a separate station that is monitored at all times to prevent underage drinking.

6. Alcoholic and non-alcoholic beverages must be clearly labeled as such. Food prepared with alcohol does not need to be labeled provided the alcohol is completely evaporated by the cooking process; however, it is recommended that even in this case the use of alcohol in cooking be noted on a label.

7. Whenever alcohol is served, appealing non-alcoholic alternatives must always be offered with equal prominence and accessibility.
8. The serving of alcoholic beverages at church events should not be publicized as an attraction of the event, e.g. “wine and cheese reception,” “cocktail party,” and “beer and wine tasting.”

9. Ministries inside or outside of congregations will make certain that alcohol consumption is not the focus of the ministry and that drinking alcohol is not an exclusively normative activity.

9. Food must be served when alcohol is present.

10. The groups or organizations sponsoring the activity or event at which alcoholic beverages are served must have permission from the clergy or the vestry. Such groups or organizations must also assume responsibility for those persons who might become intoxicated and must provide alternative transportation for anyone whose capacity to drive may be impaired. Consulting with liability insurance carriers is advised.

11. Recognizing the effects of alcohol as a mood-altering drug, alcoholic beverages shall not be served when the business of the Church is being conducted.

12. Clergy shall consecrate an appropriate amount of wine when celebrating the Eucharist and perform ablutions in a way that does not foster or model misuse.

13. We encourage clergy to acknowledge the efficacy of receiving the sacrament in one kind and consider providing non-alcoholic wine.
MEMORANDUM

TO: St. James’ Vestry

FROM: Joe John, Senior Warden

DATE: JUNE 2016

RE: SENIOR WARDEN UPDATE FOR JUNE 2016 VESTRY MEETING

1. I accepted the resignation of Gabi Keemer and thanked her for her service and wished her well during a difficult period of her life.

2. Sherry Sabin had expressed interest in the Vestry last year during the nomination period and so she was asked if she would be interested in filling Gabi’s unexpired time. Sherry accepted. The Vestry, per the bylaws, voted (unanimously) on her appointment and so Sherry will serve on the Vestry effective immediately until December 31, 2017. Sherry’s bio is on the Website including her picture. I shared the article regarding the “Consent Agenda” with her to bring her up-to-speed on how we conduct our monthly meetings. She got some copies of the minutes from prior months to get an understanding of what we have been doing as a Vestry. I will also give her the “Vestry Resource Guide” for her review.

3. With Gabi’s departure, we needed a Pre-school liaison and I asked Cherish if she would be willing to be our contact with the Pre-school. Cherish accepted. I would like Cherish to work with Beth Webb and Connie Coartney to review contract items with Nazz. As far as I know, we still do not have a written contract between Nazz and St. James.

4. I asked Corky if he would be willing to champion the Stewardship Campaign for this year and he has accepted. I would like to begin the “seeding of Stewardship” to begin early this year with Whit’s help and guidance and perhaps theme the process along the lines of Pilgrimage. A strong Stewardship campaign will be a definite plus for our prospective new Rector.

5. I urge all of the Vestry to assist Susan Hinkel look for prospective Vestry members for election in November’s annual meeting. We want to make sure we get enthusiastic folks to join the vestry who will play a very important role in the selection of the new Rector, as well as being willing to be “champions” of various church initiatives.

6. All Vestry bios are updated on the Website. In addition, all Vestry minutes are up-to-date on the website as well.

7. I asked Skip to be the “keeper of the key” for closing the building after the 10:30 service each Sunday. The Altar Guild will remain responsible for locking the church doors, the fountain room and the sacristy. I will be writing up a checklist for Skip and the Altar Guild as a reminder of who is responsible for sections of the building. As of right now, either Dan Martin or I open the church on Sundays.
8. I received the “2016 Journal of the Diocese of Kentucky” on CD — 180 pages of notes and resolutions and other agenda items that were discussed and voted on last November. Anyone who wants to borrow the CD to review the documents is welcome to do so. One section, I have printed out regarding the Diocesan Assessment. That topic is definitely something that we will have to consider seriously as we begin the budgeting process for 2017.

Respectfully Submitted

Joe

Joe John
Jr. Warden Vestry Report

Carpet was stretched and cleaned May 23-24. Pews were removed Monday in time for Carpet Specialists to stretch the carpet. Carpet Specialists returned Tuesday 7am to clean carpet; pews were installed by Eisenhower Pew Company following the cleaning. The stretching and cleaning was done at no charge by Carpet Specialists in honor of their father Norman Turner a longtime parishioner, vestry member, Sr. Warden in addition to being Pewee Valley Fire Chief. Letter of thanks will be in vestry minutes.

Church painting has been completed by John Wieland Painting Company. Steeple louvers have a fresh coat of paint in addition to metal scraped, primed and painted. Church exterior windows and back side of Board Hall Windows have been scrapped, caulked and painted.

Slate repair started with steeple. Roof repairs will begin next week as Vermont slate is do to arrive. Gutter will be removed for fascia replacement as what was there is rotten wood. Do not have a finish time line.

Stone repair I expect to begin week of June 20. Our stone mason Jack Hurd will begin after finishing up his current job that took longer do to rain.

Cleaning company has replaced the cleaning crew as Angel has not been pleased with their performance. Supervisor met with Angel Monday to review the crew performance of last week.

Oz Electric our electrician serviced exterior lights at three entrances including ballast replacement. Serviced ceiling lights in foyer to Gleason Hall.

Lawn Care Steve Conn made sure our campus was manicured for Daughters of the King sponsored Memorial Service on Wednesday June 8th. Thank you

Appraisal of Religious articles used for church services has been completed. The itemization of such has been forwarded to church insurance.

Having said all of the above we should not forget maintenance our campus is in need of.

Sealing of parking lot
Trash fence to be cleaned and stained
Shed in rear of church to be cleaned and stained
Concrete cracked steps to be repaired

Ed Heymann
Vestry Report
June 2016
Fundraiser Committee Updates
2016

• Dinner With St. James:
  o Jan. 26th: Brix $243.45
  o Feb: Postponed until April
  o Mar: Postponed until April
  o Apr: Selena’s (April 25th)
  o May: Village Anchor
  o June: Tony Boombozz
  o July: Johnny Brusco’s
  o Aug: Gustavo’s

• March Gladness: NCAA Brackets ($10 each): $200
  o Prize is $50 Stoney River gift card

• Oldham County Garbage Pickup: $1050
• June 6th Garbage Pickup: $1000

• August 27- Ladies for Liberty Performance (June Creek): A few members have donated the cost of this performance ($500). Tickets will be $50 per person.

• Summer or Fall event: Kids Fundsraiser on the Lawn- TBD
Attendees: Sherrie Sabin, Mary Palmer-Ball, Wendy Hoback, Donna Raasch, Carolyn Heymann, Bobbi Schadt, Lynn Ice, Pam Martin, Beth Karweick, Debbie Hanna, Ann Eichelberger

Secretary’s Report: Minutes were reviewed and approved

Treasurer’s Report: Balance for ECW account: $2966.79, Craft Show account: $475, Healing Blanket: $577.06….Total balance is $4018.85

Old Business:
Thanks to all for the help with the plant sale. We made $500
Art show: Show is October 26 from 10-4. We have a sign up sheet for upcoming fairs. Please sign up. June will advertise for us. Joe will give tour and Dan will play in sanctuary some during this time.
Bouncy bands were purchased and delivered to Buckner Elementary. Cost was $181.35

New Business:
Rev. Whit requested we donate $234 to help send children to All Saints camp. We voted to donate $300.

Meetings for the next few months will be @9:50.

Next meeting is June 26th @ 9:50.