

St. James Vestry

Minutes of Vestry Meeting
January 22, 2008
Held in Van Schaik Room

Members Present:

R. Gardner, Rector
Z. Knight, Sr. Warden
M. Coburn, Jr. Warden
C. Covell
C. Dick
A. Daly
P. Davis
C. Friedman
J. Campbell
H. Young

Members Absent:

R. Traylor
L. Gordon
A. Lee
D. Kaul
C. Trowbridge

Officers Present:

Ian Williamson, Chancellor
Douglas Gordon, Clerk of the Vestry

Officers Absent:

Sheila Ferguson, Treasurer

Staff:

Garth Howe, Pastor for Ministry Development

Guests:

Dee House, Member, Investment Committee

The meeting was called to order by R. Gardner at 6:45 p.m. A quorum was present. M. Coburn gave the devotion.

1. **Book Report.** Z. Knight gave a book report on two books: Open Mind, Open Heart by Thomas Keating and Walking a Sacred Path by Lauren Atress.
2. **Consent Agenda.** Upon unanimous consent, the minutes of the Vestry Meeting on December 18, 2007, as corrected, were unanimously approved, and the December 2007 year end financials were unanimously received by the Vestry.
3. **Rector's Report.** R. Gardner updated the Vestry on the status of the new Youth and Family Pastor, Chris Bernard. He and his wife are in route from the East Coast. The Church can expect moving expenses in the \$3K to \$4K range. The Letter Agreement for Chris is being drafted and will be sent to the Vestry for approval.
4. **Clergy Housing Allowance.** The following resolution was unanimously approved by the Vestry: *"The Vestry hereby adopts a resolution for calendar year 2008 to conform to section 107 of the Internal Revenue Code for the Reverend Randal Gardner, the Reverend Tom Bond, the Reverend Eleanor Ellsworth and the Reverend Maryanne Lacey. The amount of the allotted exclusion is on file in the accounting office of the Church."*
5. **Annual Meeting Agenda.** The proposed Annual Meeting Agenda was distributed to the Vestry. Questions were asked and discussion ensued. Changes were made. The following individuals were designated as nominees to receive Shell Awards for their past service to the Church: Vesla Gray, Sheila Ferguson-Webb, Phil Roeder, Jim Campbell, Ian Williamson and Lisa Gordon.
6. **Planned Giving Presentation.** Dee House, a member of the Church's Investment Committee and a Vice President of U.S. Bank, offered to have the Bank's National Head of Planned Giving, Mike Penfield, give a presentation to the Church's Stewardship Committee and a second presentation to a more general Church forum. The topic would cover the different types of possible planned gifts that could be made to the Church. D. House said that Mr. Penfield would waive his normal fees for the presentation provided the Church would use the Bank to manage any planned giving funds received, provided the Bank's fees for doing so were competitive. Questions were asked and discussion ensued. The Vestry was in favor of Mr. Penfield giving these presentations but required that the Bank provide a written proposal to the Vestry for approval well in advance describing the presentation and the compensation expected by the Bank in the future.

7. **Stewardship Report.** G. Howe distributed the 2008 Stewardship Report dated January 22, 2008. Questions were asked and discussion ensued. He pointed out that the potential funds that are possible to be received from the remaining Group “A” who have not yet responded would be \$49,660 based on last year’s levels.
8. **Liturgy Committee Report.** C. Friedman distributed a “Vestry Committee Check In & Reporting Outline.” Questions were asked and discussion ensued. Upon motion by Z. Knight, seconded by J. Campbell, the Vestry unanimously decided that the stone font which is now in the Bapistry should be moved after April 2008 and that the Liturgy Committee and the Building Committee should be tasked with recommending to the Vestry where the font should be moved and how and when the move should be completed.
9. **Building Committee Report.** R. Gardner reported that the Committee is choosing “finish” details for the restroom improvements project and waiting on the City of San Diego to approve the previously submitted plans. Questions were asked and discussion ensued.
10. **Mutual Ministry Review.** M. Coburn updated the Vestry on the status of the Mutual Ministry Review and R. Gardner’s Annual Evaluation and R. Gardner’s Letter Agreement. On an unrelated matter, M. Coburn also reported that there will be a “Vestry ’08 Graduating Class Party” on January 27 at her home.
11. **Audit Committee.** P. Davis stated that there was nothing to report.
12. **Comments from the Vestry ’08 Class.** C. Dick would like to see a full time planned giving officer raising \$3M-\$5M for the Church, two full time clergy in addition to R. Gardner to provide the necessary support, and remind the Vestry to be mindful of its responsibilities regarding the funds acquired from the St. James Memorial Fund. C. Covell said that her term on the Vestry had been very interesting. Z. Knight stated that R. Gardner should be preaching the sermons on Sunday more often. M. Coburn said that she will miss this Class of ’08.
13. **Diocesan Convention.** Upon motion by J. Campbell, seconded by H. Young, C. Dick was unanimously elected as an alternate delegate to the Diocesan Convention. Upon motion by C. Friedman, seconded by C. Covell, Penny Williams was unanimously elected as an alternate delegate to the Diocesan Convention.

There being no further business and after Compline, the meeting was adjourned unanimously at 9:05 p.m.

Respectfully submitted this ____ day of _____, 2008 by Douglas Gordon,
Clerk of the Vestry.

