

Vestry of St. James-by-the-Sea Episcopal Church

Minutes of December 21, 2004

Present: Rev. Ron Jaynes, Chris Christopher (Senior Warden), Roger Craig, Micki Farrell, Jill Jordon, Keith Kendrick, John Norris, Susan Rust (Junior Warden), Steve Treadgold, Max Webb, Brian Williams, Gina Woodford.

Excused: Louis Beacham, Frank Gradijan

Appt. Officers: Ian Williamson (Chancellor), Carole Scott (Interim Clerk)

Guests: Rev. Julie Christian, Midge Coburn, Sheila Ferguson, Clare Friedman, Kirk Gardner, Garth Howe, Alison Lee, Bruce Woodford, Canon Jenny Vervynck.

Devotion

Susan Rust led the Vestry in Bible reading and prayer.

Minutes

The minutes of the November meeting were approved unanimously (M/Williamson; S/Webb).

Strategic Planning Task Force

Midge Coburn, Clare Friedman, Kirk Gardner and Alison Lee made an extensive presentation of their findings. The report was organized under four headings and each was presented by a member of the task force who explained each point and responded to questions.

1. The Spiritual Context – including a statement of both the local and the global mission of the Church. (Friedman)
2. The Historical Background – giving a history of the physical plant and the outreach activities of the Church. (Gardner)
3. The Input from the Strategic Planning Process (Coburn):
 - A) Historical Reflection Themes
 - B) The Cottage Meetings Themes
 - C) The Demographic Survey Themes – including how we compare with our neighbors.
 - D) The Community Needs – identified by La Jolla Leaders
 - E) The Congregational Systems Inventory Themes
 - F) The Norms Identification Themes.
4. Goals and Priorities Recommended
 - A) Strengths to be built upon (Lee) – Worship; Buildings; and People
 - B) Needs Repair (Friedman) – Newcomer Integration; Conflict Resolution; Christian Formation and Spiritual Growth; and Pastoral Care.
 - C) Immediate and Obvious Outreach Opportunities (Gardner)
 - D) Hopes and Dreams (Coburn)

In summary, the Vestry was posed a final question. Do we invest our resources, energy and faith in growth, or do we spend all three to maintain a declining congregation?

The Vestry received the report with enthusiasm and appreciation for its comprehensive nature and the thoroughness that had entailed so much dedicated work. Follow-up questions were asked regarding “next steps”, and suggestions included a summary of “where are we now” in the life cycle of church development, and that we share the report with the congregation and solicit comments.

Calling A Rector in the Diocese of San Diego

Canon Jenny Vervynck gave a Power Point presentation detailing the stages of calling a new Rector, from the preparations for ending a pastoral relationship to the conclusion of the process which is the beginning of the Rector and congregation living out the mutual call and acceptance. Included were such salient points as the need for open communication with Vestry, Bishop, congregation and candidates; the difference between "calling" and "hiring;" selection, responsibilities and guidance of the calling committee; the pastoral need for "confidentiality" and how this differs from "secrecy;" and the discernment journey.

She responded to many questions for clarification, and suggested that the incoming Vestry appoint the Calling Committee.

Committee Reports

Audit Committee Selection

Micki Farrell presented the details of those she was proposing as members of the Audit Committee:

- * Pat Lester has experience as an auditor. She is intelligent, articulate and strong minded and is looking to be more involved at St. James.
- * Jim Campbell has been treasurer for several organizations, has some formal education in accounting, and has acquired investigative experience and skills through his research work for a tax professional.

Roger Craig seconded her proposal, and the Vestry voted unanimously for their appointment.

Waldo Proposal

Ian Williamson summarized the discussions of the Community Center committee. They are cautiously optimistic, but have serious questions and concerns. Janet Waldo will return with a new presentation that addresses these. Of particular concern are questions regarding how this proposal fits the mission and outreach goals of the Church. The Vestry will then decide whether they are interested in pursuing the project.

Building Committee

The Vestry unanimously approved a proposal to authorize Kim Kelly Markham to design a new sign for St. James. (M/Craig; S/Williams)

Nominating Procedures

Keith Kendrick noted there were six (6) Vestry positions open (four three-year terms, one two-year term, and one one-year term) and six candidates nominated: Cindy Covell, Chuck Dick, Lisa Gordon, Zeke Knight, Debbie Tesch, and Bob Traylor. Nominations are now closed until the measure is brought to the floor.

The Nominating Committee will solicit the desires of the candidates in determining which will receive the shorter terms, and then work with the Chancellor to finalize this. Both shorter term candidates are eligible for re-election if they so wish.

Finance Committee

Bridge Loan

Ian Williamson distributed a memo regarding the proposed investment of \$400,000 in a bridge loan for Bishop-Elect Mathes and responded to questions. Discussion regarding the details of the loan ensued, with the suggestion that the congregation be apprised of the details in order to avoid misunderstanding. The Vestry agreed this was an appropriate and effective investment with a return of 6% for one year, secured by property and doubly guaranteed by the Diocese.

It was approved (8-1-0) with a Roll Call (Kendrick): Aye votes cast by Christopher; Craig; Kendrick; Farrell; Jordon; Norris; Webb and Williams. Nay vote cast by Woodford.

The Vestry then authorized the Endowment Board to invest the proceeds of the sale of the Rectory according to the existing standard for endowments. The Treasurer was directed to advise the Endowment Board that some portion of the proceeds be kept fluid to meet possible repair needs during the next year, and definite housing needs for the new rector. This was approved unanimously and the Financial Report received, subject to audit. (M/Kendrick; S/Craig)

Budget

Chris Christopher presented the budget noting the \$150,000 proposed deficit, but pointing out that the actual deficit might well be less since several items would not be funded from January 1. He suggested that this budget was the first step in implementing the initiatives of the Strategic Planning Committee; that we should fund the initiatives to spur growth and then fundraise to meet expenditures. Brian Williams concurred that we must fund the initiatives and that this was an act of faith with no option. Max Webb noted that the congregation was asking us to do this as reported through the planning process. Jill Jordon agreed with Keith Kendrick's statement that we must move ahead or all the new initiatives will die on the vine, and noted that these were all carefully considered.

It was also noted that currently pledges show an increase of 14%, and that we are \$100,000 ahead of this time last year.

It was generally agreed that continued communication with the congregation was vital, that the funding of outreach would involve more people hungry for involvement. In response to Roger Craig's question about Ron Jaynes' role in preparing the budget, Keith Kendrick pointed out that this budget was an integrated implementation of the planning, a unified view emanating from the congregation and pretty closely dovetailing with the Planning Group's findings. Chris Christopher added that we must hold ourselves accountable by setting goals and measuring achievement. Susan Rust pointed out that we must anticipate that some people will always oppose spending money, and Micki Farrell warned the Vestry that we must commit ourselves to dealing with any conflict that may arise. Some are always threatened with change.

Brian Williams moved that the 2005 budget with accompanying assumptions be adopted by the Vestry (S/Kendrick). The motion was approved (8-1-0).

New Business

Gina Woodford expressed her concern about the safety of young children upstairs, and asked for better communication regarding changes in facilities, specifically the disappointing lack of notification to her regarding the reassignment of the room used by the youth group.

Chris Christopher urged Vestry members to tell others what's going on. The Vestry was reminded by Carole Scott of John Norris' suggestion that the Sunday bulletin be used to communicate our decisions.

The Vestry moved to Executive Session to approve a personnel compensation issue, and then adjourned.

Executive Session Minutes

The meeting was adjourned to Executive Session (M/Christopher; S/Kendrick) and a resolution made (M/Woodford; S/Rust) to amend Rev. Jaynes' letter of agreement to include in 2004-5 a 403b contribution of \$38,000 effective January 1. The motion was approved (8-1-0) and the Chancellor directed to draft the agreement