

## **VESTRY MINUTES**

August 16, 2022

Present: Rusty Gaston, Sr. Warden; Harvey Yocum, Jr. Warden, Paul Richard, Treasurer; The Rev. Mac Brown, Rector; Marilyn Farrow; Gini McDermott, Phyllis Nottingham; Gary Buff, Janice Wagner, Billy Archuleta and Gwenneth Glenn, clerk.

Absent: None

Today's meeting was conducted in person in the Santiago Room. It opened at 5:36 pm with Fr. Mac's Prayer. Harvey resolved that the vestry approve the July, 2022 minutes. Phyllis seconded. All were in favor; minutes were approved. Rusty introduced the following hot topics:

Hot Topic #1: The change in the Sunday morning schedule had been an experiment and we decided last month to reevaluate it. Ginny, Marilyn and Janice are in the process of gathering data.

Hot Topic #2: Halo has a contract for completing sound in the choir loft. Erick Brunner has agreed to contribute up to \$4000 to the project from the music fund. The total bill from Halo will be an estimated \$5528.44, so with the \$1500 agreed to from the operating account, we should have enough to cover the eventual invoice. New keys are not yet finished. Phone extensions must be updated. We cannot use the old 3-digit extension numbers; the new extension numbers must be 4 digits.

Hot Topic #3: We had taken all but \$500 out of the budget for grounds upkeep, hoping to be able to maintain the gardens ourselves, but now with the frequent rains we can't keep up with the weeding. Phyllis knows a man who will use his weed-eater for \$20/hour. Vestry suggests that she ask him to come to the church next Saturday if possible when vestry will be meeting and estimate how many hours it would take to cut down our weeds. Fr. Mac offered the use of his trailer for clean-up. After weed-eating we will see about weed killing.

Hot Topic #4: Our new earphones are not working. We can't figure out why. Harvey says they should operate with our sound system and will investigate further. Ginny will alert Altar Guild not to leave them out until the mystery is solved.

Hot Topic #5: Vestry is asked to help with barbecue for Food Pantry volunteers scheduled for Thursday, August 17. Janice, Rusty and Mac will be there.

Hot Topic #6: St. James will charge \$400 for wedding reception on October 8, 2022 which will include time for setting up the day before.

Rector's Report: Paul, Rusty, and Harvey go off the vestry in January, 2023. To replace them, we need faithful, baptized, confirmed or received members, known to the treasurer, who can and will help do what needs to be done. The vestry was asked to consult with Fr. Mac if they have suggestions for replacements. Fr. Mac will check with Diocesan Chancellor as to whether a person may serve consecutive vestry terms.

We also need a stewardship mailing with a deadline for response. Fr. Mac suggested that we send the letter at the end of September and let October be the month to announce the need for pledges on four Sundays, with the 5<sup>th</sup> Sunday, October 30<sup>th</sup>, being the deadline for pledges to be in. Then in November we need a Stewardship Committee to call or email those who have not yet pledged.

Marilyn and Billy will help Rusty write the stewardship letter and try to include ways in which a person can give.

It was decided that the vestry would have a "stuffing party" on September 20 at the regular vestry meeting. Gwen will have the letters printed, with envelopes, labels and stamps ready in time for the party.

Fr. Mac will be away on Sunday, October 9.

We can now open the building to outside groups for meetings and functions.

Ken & Gloria Bjerk, former faithful attendees at St. James have moved away. They were never received into the Episcopal church, but they now would like to purchase 2 columbarium niches at St. James. Per columbarium guidelines, the rector asked if the vestry would accept their application. All were in favor.

Lou Sturbois will soon step down as chairman of the Worship Committee.

Treasurer's Report: Paul said that we are paying our bills regularly, but that we need to make payments to our Fair Share on a weekly basis to bring us up-to-date. He later added:

After discussions with Fr Mac and our bookkeeper it was decided the operating account should have \$10k going into a payroll week and \$5k after payroll. If we are below those thresholds St James will pay \$500 towards our Fair Share contribution. If the account is above those thresholds we will pay Fair Share in an amount that brings us to that threshold or what we owe, whichever is the lesser amount.

This was decided because St James is currently \$25k behind on Fair Share contributions and it was felt that we should make some contribution each week.

Paul announced that he will step down as treasurer, but will stay as long as necessary to find his replacement.

Paul asked when we will hire a new Office Manager, Gwen's last day being September 18, 2022.

Jr. Warden's Report: Harvey said that we have a recurring leak at the bottom of the choir stairs and also another leak in the nave. We had the roof done by Collignon Roofers, and Mike Compton has repaired it since then. Paul suggested filing for help from Church Insurance or having Collignon return and see what they think needs to be done to stop the leaks.

Harvey also said that the Food Pantry Committee has discussed reconstruction of the floor of the west parish hall entry. The west door will be repaired after Food Pantry has relocated to the new building.

Electrical outlets are in good condition. But we need the door jamb (facing) around an outside door to a Sunday school room replaced. The casing is weathered. Rusty will ask a friend if he can do it.

Altar Guild / Pastoral Care: Gini reported that Pastoral Care is having a hard time deciding on a good time to meet. They may return to Zoom meetings.

Taos Immigrant Allies: Paul reminded the vestry that Taos Immigrant Allies had asked St. James church to be their fiscal agent, but announced that they have found another group to fill that position.

Agape Groups: Using the list of names collected, Phyllis will set up sets of six to meet as Agape Groups.

Dates to remember: September 20, 2022, 5:30 PM. Next vestry meeting in Santiago Room to stuff stewardship letters in envelopes

The vestry went into Executive Session at 6:52 PM.

Respectfully submitted,  
Gwenneth Glenn, Clerk