

Vestry Minutes April 18, 2023

Present: Fr Mac, Gary, Gini, Phyllis, Marilyn, Janice, Elizabeth Halley, Jon, Brian, Krystle

The meeting opened via Zoom at 5:30 pm with Fr Mac's Prayer.

Approval of (March) meeting minutes.

Treasurer's Report:

We are roughly \$10,000 behind on Pledged income for the quarter, March was down \$2,000. I have asked Amanda to send out Quarterly Statements as a reminder. She was unable last week as she had two weeks of work to get through due to an illness.

Expenses are up \$3,300 for the quarter, but only \$1,300 for March. That is largely due to the increase in Fair Share because of income designated for paying our Fair Share from last year and through March.

I have asked Amanda to include a line under the NonPledged Donations to show Estate Giving. That way we can track how much Estate Giving is spent on operating expenses, which do incur a 15% Fair Share. Estate Giving used for Capital Improvements and Outreach, i.e. our facility repairs and Common Grounds do not incur a Fair Share levy. I have also asked her to break out Estate Giving as a sub account of Centinel Designated in order to track the overall balance of Estate Giving on the Balance Sheet.

Phyllis, Marilyn, and I met to review the budget and I have a number of questions to get answered. I will be sending emails to Fr Mac, Gini (worship), Jude (fundraising and kitchen), and Rusty (Food Pantry and Copier Lease). More at our next meeting when I have answers, and possibly a revised budget.

I need to have the Vestry vote on two resolutions, which you may amend. The minutes will need to be printed on church letterhead and signed by the Clerk and the Senior Warden.

1) Saint James Episcopal Church requests the following updates to our Operating and Designated account signers list. Please remove Bill Humbert from both accounts. Please add: Mary 'Rusty' Gaston, Gary Buff, and Phyllis Nottingham to both Operating and Designated accounts.

2) Saint James Episcopal Church Vestry approves purchasing three 3-month CDs in the amount of \$75,000 each. The first to be purchased in April, the second in May, and the third in June. Saint James Episcopal Church understands that at maturity we will have 7 days to access the money or it will automatically be invested in another 3-month CD. Please add all Designated account signers: Marilyn Farrow, Geilan Ismail, Jim Ludden, Richard Pugh, Harvey Yocum, Mary Gaston, Gary Buff, and Phyllis Nottingham.

All voted Yes to approve the Resolution to add signees to the Operating and Designated accounts.

Action Items: The signed minutes will need to be taken to Centinel with the check made out to Centinel Bank. This will need to happen each of the initial three months. Our new signers will need to go to Centinel with copies of the minutes and their driver's license to be added to the approved signer's lists.

The vestry passed all the elements of the resolution recommended in the treasurer's report. The vestry approved the purchase of certificates of deposit as recommended by the Treasurer.

Rector's Report:

- Lent series big success average 30 folk a night
- Krystle review and development. She is now doing bulletins and will continue to add to her portfolio
- Plans for Food Pantry Director
- Chimayo and Ecumenical services big success. Next year we can easily make the pilgrimage more substantial and for folks who can walk less or none.
- With these additions we were still able to hold all our traditional services. The Vigil was better attended - fitting for the work our choir hours spent in preparation. I hope this could be our new expectation.
- Seminarian mentoring continues to go well. I meet with each regularly either together or independently.
- I joined the Altar Guild for a bit of their Polishing Day and blessed new linens made by Gwen Glenn. It is a joy to be with our altar guild.
- Taos Village formerly TRV, continues to be a fruitful small service for our faithful residents.

- If you follow me on Facebook you may have seen my post about section 8 housing and our friends. I am in a process of finding disturbing truths about the conditions our neighbors are in. More to come.
- The time on Holy Tuesday at our cathedral was a blessing. Any time I can hear our bishop preach and commune with my fellow clergy, I am refreshed. Le Anna was able to join us and meet Bishop Hunn which is all great progress for her journey.
- Spiritual direction continues to be a bedrock of my monthly self care. I missed April as Holy Week fell on my normal time but have my next 6 months booked.
- Outreach building meetings continue to be fruitful and we are making sure our ducks are in a row.
- We hold staff gatherings in the 2nd and 4th Wednesdays of the month. You are invited. It is a short hour long time for communication and questions; while we plan out activities and liturgies.
- Consultant meetings are oddly wonderful. Odd because I have such great news to share.

Discussion: Job offered to Rusty for new food pantry director.

An update on Capital Campaign was given.

Education Ministry Report: Submitted with attachments

Outreach Report: Common grounds held their first “Frito pie” food event.

Discussion: Completion of Common Grounds building TBA. CG partnership with Dream Tree meeting regularly working on job descriptions, budgets for two paid full-time staff members.

Agreement still under review, has not been signed by Diocese.

Jr Warden Report: A walkthrough of facility was done. A report will be given with recommendations for building repairs as well as two bids for rewiring or stucco of Church and Parish Hall.

Action Items: Roof to be looked at as well as the exterior wood to be repaired and painted.

The St. James room window needs to be fixed. Programing of thermostats: to be turned off on Thursdays.

Discussion: New vacuum was purchased for Sexton and Food Pantry.

Action Item: DoK to transfer \$400 towards the purchase of sexton’s vacuum.

Pastoral Care:

Discussion: Proposal of building lock-up.

Action Items: SR to create calendar of vestry members who are responsible for weekly lock-up.

Sound system issues to be referred to buildings and grounds committee.

Discussion: Trash/garbage is being left outside by shed. Fob keys needed for new vestry members.

Vestry will meet again via Zoom on Tuesday May 23, at 5:30 pm.

Meeting was closed at 7:00pm.

Submitted by:

Krystle Struck, Clerk