

# St. James' Annual Meeting Minutes

## Sunday, January 31, 2010

Sylvia Ma called the meeting to order, and Kathy+ Crary led the opening prayer.

### Announcements

- The annual meeting is being recorded
- Please sign attendance sheets
- Sign up sheets for the altar flowers and the sanctuary candles.
  - The donation for altar flowers is \$35 per Sunday. If more than one person signs up for that day, the cost can be split
  - The donation for the sanctuary candle is \$6 per Sunday
  - The memorial or thanksgiving will appear in the green sheets.
- Please update your e-mail address so that you may receive notices from St. James'.

### A few words from Sylvia Ma, retiring Senior Warden

- St. James' is doing well. You can view the annual report on the St. James' website.
- St. James' continues to serve the congregation and community in worship, Christian education, fellowship and social ministries. It has been everyone's contributions of time, talent and treasure that has made this happen.
- St. James' continues to grow. Our average Sunday attendance in 2009 was 131.
- Our youth group had a good restart and is enjoying the new youth space in EB#2
- St. James' is financially sound
- Without a rector, the vestry took on more responsibility. The vestry has worked at being more transparent.
- The search for the new rector is proceeding. We are now accepting applicants through DioCal.
- The four goals listed for the Parish by the vestry on the Church Deployment Office Parish Search Request (CDO) form are:
  - To actively provide pastoral and spiritual care for all our parishioners
  - To engage the whole congregation in lay ministry
  - To improve our stewardship of our facilities
  - To increase our average Sunday attendance 20% by 2016.
- The CDO form and Parish Profile are available for potential rector candidates to read. The Search Committee will screen candidates and forward the top candidates to the vestry.

- The 2010 vestry will have the responsibility to call the new rector, but the 2010 vestry will also move us forward according to our visions, goals, and inspirations.
- Sylvia Ma thanked everyone for their prayers and support, and for allowing her to serve.

#### A few words from Kathy+ Crary

- There are a few areas that need a little work in the coming year ...
- Energy, effort and resources need to be plowed into children and youth ministries. This includes rejuvenating the acolyte teams, providing more teachers for expanding Godly Play, and encouraging our young people to get together once a month to celebrate the fact that they are part of the body of Christ
- Intentional welcoming of people in our midst. We need to get over our fears to welcome all people. We need the one-to-one introduction of who we are to other people, as a direct invitation to attend church will get you a person, while hanging something on a doorknob will not.
- We need to continue to offer people who come through our door all the kinds of food for all the kinds of journeys which they are on.
- There is a lot of interest in this parish opening for a priest. The good maintenance of the facilities, the fiscal responsibility shown in hard times, and the outreach that is part and parcel of the congregation even in the midst of hard times shows a history of family-ness at St. James'
- We need to keep pushing for a deacon. This is partially based on fiscal issues, and trained help that usually doesn't draw a salary means that deacons are at a premium.
- Kathy+ would also like to work on opening a conversation for putting our faith stories in written form, for two reasons. When we go, a portion of the story permanently goes away with us. Also, when we write and talk about what God has done in our lives, it makes us more comfortable with "God talk".

#### Nomination and election of new vestry members

- The five candidates are Stephen Ferro, E.J. Hilliard, Brad Hoffman, Andy MacRae, and Laura Winter.
- It was moved and seconded that the nominations be closed.
- The announcement of the winners will be made on Monday, February 1<sup>st</sup> via the St. James' e-mail list.

#### Nomination and election of Deanery representatives/Diocesan Convention delegates

- St. James' can send five delegates to the convention. Two alternate are also needed.

- The delegates serve as Deanery representatives to the Southern Alameda Deanery as well. There are 6 parishes in the Deanery – St. James', St. Anne's, St. Bartholomew's, Holy Cross, St. Clare's, and All Saints.
- The seven nominees are Bob Bell, Marnie Hartmann, Joan Kimber, Elaine Vallecillo-Miller, Joan Roberts, Scott Whitaker and Tim Young.
- It was moved and seconded that the nominations be closed.
- The top five candidates will be the delegates, and the others will serve as alternates.
- The announcement of the winners will be made on Monday, February 1<sup>st</sup> via the St. James' e-list.

#### Written Reports

- Thanks to Janet Fischer for collating the written reports
- If there are any questions, or to volunteer for ministries, contact the people listed in each section.
- A motion was made to receive the annual reports as written. Moved and seconded. Motion passed.

#### Endowment Board presentation by Dave Nelsen, Chairperson

- The Endowment Fund is not a savings account, nor a point of collection for an ultimate goal. Rather, it is a collection of funds donated for a specific purpose. The funds are held in perpetuity, and designed to pay an annual return indefinitely.
- Anyone can give a gift to the Endowment Fund at any point in time in any amount for any reason. Someone donating to the Fund can be assured that their gift will result in a gift potentially each and every year forever.
- The total amount that has been donated in the last 7 years the fund has been in existence is \$70,558. The current market value of the funds is \$67,884.
- The Endowment Board is choosing not to make a donation this year, as the principal value must not be invaded.
- Although there is still a deficit of \$2600, the funds have made a good recovery, from a \$13,000 deficit down to a \$2600 deficit.

#### 2009 Financial Summaries and 2010 Budget by Jan Brandt, Treasurer

- St. James' ended up receiving 90% of its pledges and 94% of its total income, and spent 94% of our anticipated expenses for a deficit of \$2174.88.
- We do not have a lot of play in the 2010 budget. 85% of the budget is the Diocesan assessment and salaries, 90% with insurance added.
- There is a reduced number of pledges – a reflection of the economy.

- One document not presented at the budget meeting is the Un-Audited Statement of Financial Position. St. James' total assets are valued at \$2,496,562.87, including the buildings, land, etc.
- Thank you to the counters who help with the weekly plate and pledges, and also with the pancake supper, book sales, etc.

In appreciation, presented by Jan Scrutton, new Senior Warden

- Thank you to ...
- the many who have given of their time, talent and energy.
- to Lynn Locher for her work on Stewardship.
- to Jim McConnell and Tim Young for their work on the vestry.
- to Sylvia Ma and Janet Fischer, who led the vestry for the last two years.
- John Kimber offered a special thanks to our treasurer Jan Brandt.

Motion was made to adjourn the meeting. Moved and seconded. Motion passed.

Jan Scrutton led the closing prayer.

Vestry/Deanery Representatives results

- The results of the vestry election and the Deanery representative election were announced on the St. James' e-mail list on Monday, February 1, 2010.
- The new vestry members are Stephen Ferro, Andy MacRae, Laura Winter and Brad Hoffman.
- The new Deanery representatives are Bob Bell, Marnie Hartmann, Joan Kimber, Joan Roberts, and Scott Whitaker, with Elaine Vallecillo-Miller and Tim Young as alternates.

Respectfully submitted,

Elizabeth Hart  
Clerk of the Vestry