

VESTRY MINUTES

St. James' Parish, Waimea, Hawai'i Island

Sunday, January 19, 2020 – 11:45 AM

Present: Marci Yardley, Tim Bostock, Pat Anderson, Shari Harada-Peck, Steve Kittell, Denise Ray, Jeanne Savage, David Stout +, Marnie Keator +, Michael Thompson (Treasurer), Frankie Pang (vestry elect), Jaisy Jardine (Interim Parish Administrator)

Excused: Linda Lundgren +

- 1) Meeting called to order at 11:47 AM and David+ opened in prayer.
- 2) Minutes of December 16, 2019 meeting. Minutes were approved with the change noted that Shari Harada-Peck was in attendance, not on the phone. Motion to approve as amended by Steve Kittell and seconded by Jeanne Savage. Motion carries unanimously.
- 3) Thrift Store Ministry- David+ reported:
 - Credit Card update- credit card sales are going well. Being able to process credit cards has been well received and is also appreciated by all. Michael Thompson reported credit card sales are about 20-25% of all sales. Sales were down in the last month due to the Thrift Shop being closed for restocking and repainting.
 - Lanai expansion continues. We're in the homestretch! David+ shared we had a bit of a setback in the lanai expansion due to the concrete truck sunk partly into an abandoned cesspool. We are now planning on pouring the cement this coming Friday (1/24). Tim Bostock would like to thank Malu for the great job of the donation tent with all the weather. He was a calming presence throughout both the cement truck situation as well as the lanai expansion project. Discussion ensued regarding cement truck incident. Labor costs will be incurred. Parishioner Mike Camp donated his time for the front loader. Marci Yardley mentioned that Jaisy is in touch with Church Insurance about filing a claim.
 - New bathrooms painted. Mahalo to Rona Scull and her husband, John for doing such a beautiful job. Tim Bostock thanked Rona Scull for her "can do" attitude in getting the changing rooms repainted over the break. Not only did they repaint the changing rooms, but Thrift Store volunteers under the direction of Rona Scull have taken on the cleaning of the Thrift Store which is no easy task. Mahalo!
- 4) Community Meal Ministry – 410 meals were served this week!
- 5) Youth Ministry:
 - David+ reported:
 - Ukulele lessons at St. Columba's. Sunday School at St. Columba's. Mahalo to Alice Ishii for leading the group and to Nancy Edmonson, Edith Bertlemann and Laurie Rosa for going to St. Columba's today (1/19) to play!
 - EYE (Episcopal Youth Event) in Washington DC in July. Discussion ensued. There are two youth from St. James' that will be attending this Episcopal Church-wide event.
- 4) Mission, Growth & Evangelism (10 min)
 - a. Two baptisms Sunday, January 12. Betty Hanna and Leia Kamanu-Rice.
 - b. Honoka'a First Night Evangelism, Feb. 7, 5 PM
 - c. St. Columba's New Bell Tower almost has its bell! Ringing forth the Good News!
- 5) Worship and Adult Spiritual Formation (10 min)
 - a. Br. David Vryhof's visit. Mahalo to the Savages for housing him in their 'ohana unit. David+ shared "this visit is helping us to make our roots go deeper."
 - b. Update on proposed sanctuary renovations. Jeanne Savage made a motion to move forward with the extension of the platform and the carpeting. Motion was seconded by Tim Bostock. Vote passed unanimously.
 - c. Update on organ pipe removal. Peter Helmick has graciously offered to remove the last of the organ pipes and the organ lost housing. Mahalo Peter!

- d. Confirmations now Sunday, May 24. Confirmation class is this year's Lenten Program.
 - e. David+ further reported on Br. Vryhof's visit, Morgan Sibaugh's visit in Epiphany. He will lead a 3 session, Saturday morning course. Lenten program teacher/leaders will be our parish clergy.
- 6) Finance (20 min)
- a. The Treasurer gave a report. Tim Bostock moved to accept the report. Steve Kittell seconded. Motion carries unanimously.
 - End of year Report. Discussion ensued.
 - January Report- was not ready yet.
 - 2020 Budget Review – Steve Kittell moved to approve the 2020 budget. Tim Bostock seconded. Motion carried unanimously. David+ shared this is the first time in 8 years that we are going into the new year with a balanced budget. He discussed that we have been in a growth budget – growing into and trusting by faith where God is leading us. Vestry thanked Michael Thompson, Clara Toma and Jaisy Jardine for their hard work on pulling all of the reports together. Thank you!
 - b. Stewardship Campaign, results to date. David+ reported on this Mahalo to a GREAT Stewardship Committee and Chair, Gerrit Keator!
 - c. Compensation Review Committee. Need to put committee together for 2020 to review wages and caps. Need to review all updated position descriptions. Tim Bostock suggested that for the next Vestry meeting a Compensation Review Committee is established as the new vestry members will be on board.
- 6) Sr. Warden's Report (5 min) Marci Yardley reports that all has been covered in the other ministry reports.
- 7) Jr. Warden's Report (5 min):

Olive Tree Trimming

Still waiting for Liz at Habitat / Restore to bring in a chipper to tidy the trimmings.

Organ Loft Removal

Working with Peter Helmick to get an estimate and schedule the work.

Thrift Store Lanai Extension

Matt Pesta is on target, apart from brief tussle with cesspool hole no-one knew about. New concrete pour for bottom of ramp and stair base is rescheduled for next Friday. We will likely have to pay for 3 truckloads of gravel that were used to fill the hole. Malu was an awesome calm presence that day!

Church Altar extension

Matt Pesta has quoted \$6,000 for the main carpentry work, plus \$6,000 for changing the windows. Carpet price estimate \$4,000. Congregations' response to the announcement was relatively quiet, and nothing but positive to my knowledge. A donation has been given to cover this cost.

Church Kitchen

Malu added an air vent to the under-sink plumbing. We passed the Health Dept inspection with flying colors!

Waimea Country School

WCS has been planning the new lanai canopy and want our approval. The first part is to use pre-fab carport frames (galvanized steel) to support a polycarbonate corrugated roof that covers both sides of the lanai – about 80 x 20 square feet of roofing altogether. They want to do the work before June this year, and will pay for the materials and labor, estimate \$20,000.

The second phase is to be fully permitted, using ASA Shade prefab structure about 30' x 18' over stage area (this is the part of the lanai at the top of the stairs to the garden). They would pour new concrete footings into the ground, and price of about \$40,000. Their goal is to do this work over the summer, finish by end August 2020. Amy is working with two well qualified parents on this expansion of covered space; Marc Baril, who has been the WCS Facility

Committee head for some time; and Rob Taylor, who has been in construction for 20 years and is a project engineer at Kohanaiki.

They have one more request of us. There is an electrical conduit for Small World Preschool that runs under the eaves of their lanai. It should run under the building. This is really part of bringing their electrical up to code, that was St. James' responsibility per our new lease contract. I've reached out to Chris Soares numerous times but not connected. I will try with Jaiya of JD Electrical. *Discussion ensued. Vestry moved to approve the lanai canopy with the understanding that if it needs to be removed, WCS will incur the costs. It was also noted by Vestry that any new construction will not be approved unless it is permitted.*

St. Columba's

- The storage container on site has been purchased for \$5,800.
- The Bell Tower project is now completed by Ryan Cordoban, for \$4,100 quote – not including painting which Bob and Peter completed.
- Jaiya of JD Electrical came out last Thursday to look at the full electrical upgrade. I need to get him details on the TMKs and Zoning of the land, and also a full list of the electrical appliances that will be needed, and he will start the upgrade request process with HELCO. If we're lucky this could fall inside \$15,000. If HELCO and / or County require further work (for instance a new pole) we might be looking at a lot more. But it needs to happen!
- Manu Walther looked at the task of breaking down walls and expanding the current kitchen – he promised an estimate next week.

8) Rector's Report (5 min)

- a. Parish Clergy and Brother David are away overnight this Tuesday to Kalaupapa. The main source of monies to fund this trip were provided by two parishioners.
- b. Annual Meeting: Wednesday, January 29. 5:30 – 7:30 PM. **NOTE START TIME.**
 - Vestry nominations: Sharon Alfonso, Scott Byron, Frankie Pang.
 - Junior Warden: Tim Bostock
 - Delegates to Convention: Emile Elliott, Jaisy Jardine, Martha Massey, Frankie Pang, and Eline van der Kloos.
 - Slate will be emailed out this next week with attached online pdf of Annual Report.

Huge mahalo to Donna Brown who once again did this year's Annual Report. A few hard copies will be made available a next weekend's worship services for those who cannot access online.

9) Next Meeting: Meeting date to be set at the 1/29 brief vestry meeting following the Annual Meeting

10) Concluding Prayer: O God our protector, by whose mercy the world turns safely into darkness and returns again to light: We give into your hands the decisions we have made, the dreams we are shaping and our unfinished tasks, you alone are our sure defense and bring us lasting peace in Jesus Christ our Lord. Amen.

11) 1:03 PM Meeting Adjourned.