

## VESTRY MEETING MINUTES

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

December 18, 2024 1 PM in Parish Office

David Stout, Harry Morley, Mel Pobre, Hans L'Orange, Ian Hersey, Sherry Dupaya, Linda Lundgren, Michael Thompson, Joe Bollinger, Melanie Rufo, Marnie Keator,  
Excused: Jackie Minto

Guests: Paul Donoho, Tim Bostock, Terri Greenwell, Gerrit Keator, Richard Lewis

Marnie opened in Prayer at 1:04 PM and Vestry moved immediately into Executive Session.

Vestry exited executive session at 1:14 PM

Minutes from November 21 meeting were then presented. Hans motioned to approve with changes, Sherry seconded. All in favor. Motion carries unanimously. .

### 2025 BUDGET APPROVAL

Finance & Treasurer's Report. Michael presented the budget. He noted areas of change (Community Ministry Coordinator Salary, Insurance, Mid-year Stewardship Campaign and Youth Ministries salaries). Discussion then ensued regarding the Thrift Store. Tim pointed out that Rona Scull does a terrific job in talking more about the heart of the store instead of the numbers. Harry motioned to approve the budget; Melanie Rufo seconded. Motion carried unanimously. 2025 Budget has been approved.

The Gathering Place Steering committee then provided an update on the selection of a contractor proposal and addressed the question about renting the kitchen when it is built. Tim Bostock shared that we received a \$50K donation from the LGA Family Foundation. There are three grants that we are waiting to hear from, \$100K each from Bank of Hawaii and First Hawaiian Bank and an additional one for \$50K from the Weinberg Foundation. He also shared that Tim Richards and David Tarnas will support the application for the State Grant that is due January 19<sup>th</sup>. Tim hopes that David Tarnas will give him a meeting after January 6<sup>th</sup> Hans offered to help with Tim Richards. Tim mentioned that Lynn Benioff came to the Community Meal and Mr. Benioff has been incredibly generous to Hawaii Island.

Architect Paul Donoho then shared an update on the contractor bids. He shared that they pared down significantly the equipment in the kitchen and are waiting on a third bid regarding solar, and the jury is still out regarding going completely off grid. The Steering Committee has appreciated the work of Quality Builders and White Sands, and decided that they liked Tinguely, as their proposal was very thorough. The bids from both Quality Builders and Tinguely gave were higher, with Tinguely \$5.5 million for everything including contingency, parking, architect and solar, kitchen appliances, including their insurance. AV/Security/Acoustic treatment of the space aren't in there but are minimal.

David asked if we spent the contingency at St. Columba's, as there were change orders at St. C's. Ian's recollection was \$30K. David wanted to know what is not included in that. Tinguely gave a 12% instead of 15% for the contingency. When this is presented to the Diocese we need to make sure we have done our due diligence.

Hans would like to ensure that we are asking our congregation if they had any concerns with the construction at St. C's and with renting the new kitchen out. Is that an expectation? Are we open to commercial catering as well? Tim suggested building a budget and a calendar if it was commercial vs. community minded. It may not affect licensing, but we would have to pay GE on those rentals. We should refer to it as a certified kitchen. There will no formal legal requirement until a contract is signed. The Steering Committee's recommendation is to move forward with Tinguely with a MOA saying that Tinguely is our choice going forward and that there will be another 6 months until a contractor is selected and that we will need diocesan approval. We need to remind everyone too that we need the

money before we sign a contract. Discussion ensued regarding a parish wide meeting as we truly want the parish's feedback. David would prefer we meet on the 12<sup>th</sup>. It was decided that a Parish check-in and update will be held on 1/12 from 11-12. Paul shared that the full permit application will be in before the end of January and it might take 6 months for approval with anticipated breaking ground date in August and 13 months of construction.

Richard Lewis, Executor of the Tom Robertson Estate then addressed the Vestry. He presented a check to Vestry of \$300,000 for The Gathering Place which represent assets outside of the sale of Tom's home. Tom's home is just about ready to list. David reminded Vestry about Tom's desire in his will to support the second story apartment in The Gathering Place as well as have the church building expanded at some point. This could possibly expand the sacristy by several feet. In any case, this needs to be discussed.

At 2:20 PM Hans exited the meeting.

Jr. Warden Ian Hersey provided an update on Waimea Yoga and ZUMBA. A structural engineer came in to do a live load assessment. The live load is true even for yoga. Bottom line is that even Zumba classes are safe for up to 20 ppl which is the class limit on yoga and Zumba. We have received noise complaints from Zumba, but as a structural issue, it is within specs.

David then shared that Kawika Jackson, Assisting Priest for Junior and Senior High has put together a draft of Junior & Senior High Youth Pastor position. David reminded the Vestry that this is a position that is being created out of the hours that became available as Susan transitioned from 40 to 25 hours a week. David would like Kawika to stay on through the next couple months to continue to help explore and develop this ministry opportunity with Junior & Senior High. David would like him to take the lead in helping find someone to be in the position long-term. David will be coming to Vestry at the end of January re: Kawika Jackson. David reminded the Vestry that contracting with Kawika was to see if there is a viable ministry and his agreement is coming to an end at the end of this month. David said it is clear there is a needed and important opportunity for ministry with Junior and Senior High youth in our community.

The below was commended to Vestry's attention regarding Worship & Sacraments:

- a) December 24 – Christmas Eve
  - 1. 5 PM, Sunset Christmas Eve Mass on the Beach, at Kawaihae. Favorite carols will begin at 4:30 PM. Service starts promptly at 5 PM, as sunset is at 5:57 PM. The service includes hula. Bring a beach chair or towel and a friend.
  - 2. 5 PM, Candlelight Christmas Eve Service at St. Columba's, Pa'auilo. Our worship includes The Keiki Christmas pageant, the Christmas message offered by Rev. Linda, favorite carols, followed by a festive potluck.
  - 3. 7:30 PM, Candlelight Christmas Eve Service at St. James', Waimea. Our worship includes the St. James' Choir joined by members of the Waimea Chorus, our Ukulele Ministry leading us in "Silent Night" in Hawaiian. Soloist, Amy Mills singing "O Holy Night." The Christmas message offered by our rector.
- b) December 25 – Christmas Day at 9:30 AM at St. James', Waimea. A joyous Christmas morning with the Kona Brass Quintet accompanying on favorite carols. The Christmas message offered by Rev. Marnie.
- c) Deaths and Funeral services
  - 1. Celebration of Life for Kelleen Lum at Kawaihae Canoe Club was held on Tuesday, December 10, David presided.

Regarding Outreach, Fellowship, and Youth & 'Ohana Ministries, the below was reviewed  
Keiki, Youth, & 'Ohana Ministries

- 2. Keiki Christmas pageants are being held this Sunday at St. James' 9:30 AM service and St. Columba's 5 PM Christmas Eve service. Mahalo to all who are organizing and helping!
- 3. A "pop-up" live nativity will be held this St. James' this Friday at St. James' 5 PM.
- 4. The after-school ministries at St. James' and St. Columba's are on hiatus after this week until next year.
- 5. The Thrift Store Ministry & Community Meal Ministry will be holding the Keiki Christmas Shopping during the Community Meal Ministry this Thursday at St. James'.

In the area of Outreach and Fellowship, the St. James' Christmas Bazaar was held on Saturday, December 7. Mahalo to all who were involved! Mahalo to Jeanne Cooper, Melissa Levitan, Pattie Kim, and Linda Rodriguez for chairing. The event raised an estimated \$10K with all proceeds given away, including Thrift Store & Bookstore Ministries sales to feeding people and feeding animals. Beneficiaries: Community Meal Ministry, Annunciation Food Pantry, and Hawai'i Island Humane Society. A Winter Parishioner Newcomer gathering is being hosted at Bruce Redman and Eric Ewing's home in the Mauna Lani. They offered this last winter, and it was a huge success. Mahalo Bruce & Eric for offering again. Notices will be put in the newsletter & insert in the new year.

Regarding Thrift Store & Bookstore Ministries, it was a FANTASTIC Volunteer Appreciation Christmas Party held at Marquita Bekeart and Scott Mahoney's home this past Sunday afternoon. The event was co-hosted by Marquita and Nicki Burchard.

In the area of Community Meal Ministries, the Community Meal Committee had a morning retreat on Dec 10. As they continue restructuring of positions to meet present and future needs, another retreat will be held Friday morning, January 24<sup>th</sup>, again at Marnie & Gerrit's home.

Adult Spiritual Formation was addressed, and a Mahalo to Bill Heran was extended for leading our Advent Program. Father David and Kawika are looking at a Confirmation/Newcomer course after the first of the year, Men's Bible Study will resume on Wednesday, January 8<sup>th</sup>, Women's Bible Study will resume on Friday, January 10<sup>th</sup>. David is working on a Lenten offering.

In the area of Newcomer & Evangelism, there will be Salvation Army Bell Ringing on Friday, December 20 and the next winter visitor gathering will be held on Friday, January 24. New Member Welcome Weekend date will be set shortly.

David then shared his Rectors Report. He reminded Vestry that nominations for Vestry, Junior Warden, and Delegates to Diocesan Convention Oct 2025. Hans, Sherry, Joe are due to rotate off Vestry. We'll be electing 3 positions total, 2 for three-year terms and 1 for a two-year term as we continue to move from five at-large positions to six and from vestry member terms increasing to three years from two. Hans has agreed to be appointed as Senior Warden for 2025. Ian has agreed to be nominated for Junior Warden for 2025. Note the new Vestry members voted in at the Annual Meeting will be asked to stay afterwards for a short meeting to appoint the Treasurer and Clerk.

Next Meeting: Wednesday, January 22 at 1 PM in the Parish Office.

The Concluding Prayer was then shared: 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.

At 2:45 PM a motion was made by Joe to adjourn and seconded by Melanie Rufo. The motion carries unanimously.