

## MINUTES

ST. JAMES' EPISCOPAL PARISH VESTRY MEETING on Monday May 21, 2018

IN ATTENDANCE: Rev. David Stout, Rev. Marnie Keator, Marci Yardley, Pat Anderson, Julie Mattson, Steve Kittell, Peter Babin, Brian Burke, Lew Chartrand (via phone), and Sheri Mariscal (staff).

Absent: Denise Ray

The meeting was called to order by the Rev. David Stout at 10:05 am.

1. **OPENING PRAYER:** David+ opened meeting with a prayer and asked the Holy Spirit to guide all of us during this meeting.
2. **MINUTES:** April 30 Vestry Meeting – Steve Kittell moved to approve the minutes as amended, Brian Burke seconded. Motion carried.
3. **FINANCE:**
  - a. Treasury Report – Marci Yardley moves to accept as amended, Steve Kittell seconds. Motion carries.
  - i. Budget – Steve Kittell motions to remove the budgeted amount from line item 4041, Feeding Ministry Donations, as vestry voted at the April 30 meeting to move the donated funds to the balance sheet, Peter Babin seconds. Motion carried.
  - b. Scholarship awards – David+ motions to award Mia Tarnas a \$600 stipend, Peter Babin seconds. Motion carried.
  - c. Recent Meeting with Waimea Country School – Marci, Peter, David+, and Sheri met with Amy and the board to discuss the possibility of longer lease. The Diocese must approve any lease longer than 12 months. WCS will put together a proposal of what they're asking for. Marci will look at commercial rates to give vestry a better idea of appropriate rent.
  - d. Rental property leases – Steve Kittell motions to move forward with month to month leases for Waimea Country School and Small World preschool when their leases expire at the end of June, as Vestry needs time to look into appropriate rental amounts, Peter Babin seconds. Motion carried.
  - e. Creating Sexton Position – Steve Kittell motions to create a 40-hour position at \$20/hour with benefits and a 3-month probation period, Marci Yardley seconds. Motion carried.
4. **OUTREACH & YOUTH MINISTRIES:**
  - a. Community Meal Ministry –
    - i. Kitchen renovation – Brian Burke moves we move forward with getting electrical and plumbing proposals for the renovation, Steve Kittell seconds. Motion carried.
    - ii. Steve Kittell reports the Ford Escape that was donated to the community meal ministry has been sold. Monies from the proceed have been placed in restricted giving for the Community Meal ministry.
  - b. Youth Ministry report – David+ reports the keiki ukulele lessons will begin in June. Mikiala Yardley will be teaching.
5. **MISSION, GROWTH & EVANGELISM:**
  - a. St. Columba's Congregation Diocesan designation – David+ reports Rev. Linda is doing an amazing job. David+ discussed the fact that it has been five years since we began the replant efforts of St. Columba's. We are operating as one parish with three worshiping locations (Waimea, Pa'auilo, and Kawaihae). David+ suggests we ask the bishop to make what is already a reality for us more formal. The designation of St. Columba's would move from being a "Preaching Station" to a congregation of St. James' parish. The reason is to bring greater clarity to our relationship and sense of stability in ministry together. Brian Burke motions that relationship between the St. James' and St. Columba's continues as it has been, and request from the bishop that it be made formal. Steve Kittell seconds. Motions carries.
6. **SENIOR WARDEN'S REPORT:** Marci reports everything is going well.
7. **JUNIOR WARDEN'S REPORT:** Brian reports we are moving forward with getting the permit for the Thrift Store deck expansion.
8. **RECTOR'S REPORT:** Midyear Stewardship Campaign – last year we had a matching grant. David+ will put together the same for this year.
9. **NEXT MEETING:** Monday July 23rd, 10 AM in church office.

10. **CONCLUDING PRAYER and ADJOURNMENT:** All held hands and prayed. Marci Yardley moved to adjourn, Julie Mattson seconded. Meeting adjourned at 12 PM.

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### **ADDENDUM TO THE MINUTES**

ST. JAMES' EPISCOPAL PARISH EMAIL VOTE on Monday afternoon May 21, 2018

1. **Email Vote:** David+ motions that Leilani Bostock be awarded a \$600 stipend, Marci Yardley seconds, motion carries by unanimous email vote. The parish office has record of the votes via email.

Respectfully Submitted,  
Sheri Mariscal