

MINUTES

ST. JAMES' EPISCOPAL CHURCH VESTRY MEETING, Monday, August 20, 2018.

IN ATTENDANCE: Rector David Stout, Rev. Marnie Keator, Sr. Warden Marcie Yardley, Denise Ray, Pat Anderson, Steve Kittell, Peter Babin (via Facetime), Lew Chartrand (via Facetime), and Brian Burke.

Meeting was called to order by the Rev. David Stout at 10:15 am.

1. **OPENING PRAYER:** Rev. David+ opened meeting with reading from Book of Common Prayer, and a prayer.
2. **MINUTES:** July Vestry meeting minutes will be prepared and distributed to vestry members for consideration and vote conducted as fits possible discussions and possible changes.
3. **FINANCE:**
 - a. Treasury Report – Lew Chartrand summarized and explained his current report. Among points discussed: parish expenses average appx. \$62,000/month, checking (short term) account current balance compared to other investment options (funds and durations), and consensus was to leave assets in current funds for now. There was no motion for any current changes of practice.
 - b. Clara approved for two additional hours of paid work per week, as needed. Motion by Marci Yardley, second by Steve Kittell, and approved by unanimous vote.
4. **OUTREACH & YOUTH MINISTRIES:**
 - a. Thrift Store Ministry – A request to install gates on the driveway was reviewed and discussed. Staff and vestry will think about current security needs, and no action was conclusion was reached on the gate proposal/request.
 - b. Community Meal Ministry – This dynamic ministry has a sponsor each week for the next six weeks.
 - c. Youth Ministry – Rector David read Susan Acacio's report and all points were discussed.
5. **MISSION, GROWTH & EVANGELISM:** Rev. David+ shared current information.
6. **ADULT SPIRITUAL FORMATION:** Rev. David+ shared current information.
7. **SENIOR WARDEN'S REPORT:** Marci Yardley reported on church/parish hall kitchen renovation matters. (See also 7.f., below.)
8. **JUNIOR WARDEN'S REPORT:**
 - a– e. All points were discussed.
 - f. Marci Yardley informed vestry that HPM (Hawaii Planning Mill) made final kitchen cabinet measurements, and their cabinet order proposal is expected during week of 20-24 August 2018. Also discussed were (1) an anonymous \$25,000 restricted donation received for the kitchen renovation, (2) vestry authorization will be needed for further significant kitchen renovation steps, (3) the current "working" estimate we are using for the kitchen renovation is \$40,000 (which includes the \$25,000 restricted donation amount), and (4) some existing kitchen assets will become available for using elsewhere on church property, donating to others, or offered for sale.
9. **RECTOR'S REPORT:**
 - a. David+ expressed gratitude for parish support for his recent family visit.
 - b. The October 2018 "Disciple Matters" conference was announced; David and Marnie will attend.
 - c. Peter Babin urged quick resolution of the campus security considerations and actions.
10. **NEXT VESTRY MEETING:** September 24, 2018 beginning at 10 AM in the church office.

11. CONCLUDING PRAYER and ADJOURNMENT: All prayed together. Marci Yardley moved to adjourn, that motion was seconded by Steve Kittell, vote was unanimously in favor and the vestry meeting ended at 11:43 am.

Respectfully Submitted,
Brian Burke