

VESTRY MINUTES

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

Friday, November 20, 2020 – 10:45 AM VIA ZOOM

Present: Sharon Alfonso, Tim Bostock (Junior Warden), Jaisy Jardine (Parish Administrator), Marnie Keator+, Ruth Smith (Parishioner) Linda Lundgren+, Shari Harada-Peck, Jeanne Savage, David Stout+, Michael Thompson (Treasurer), Marci Yardley (Senior Warden).

Absent: Frankie Pang, Scott Byron

- 1) Devotions & Opening Prayer (3 min). David+ opened with a devotion from Tempered Resilience and “how leaders are formed in the crucible of change” at 10:58 AM Linda+ opened in prayer at 11:16 a.m.
- 2) Minutes from October 25 meeting-. Marci motioned to approve the minutes. Jeanne seconded.
- 3) Outreach
 - a) Community Meals-Tim Bostock reported. On the funding side, has been working on the numbers, but we have some fundraising to do! We have some gaps to make up. The biggest grant he is looking for is a \$50K grant from the Calabash Fund. We could use more of this money to buy for the meal and less of it for produce bags. Looking also at the Richard Smart fund, and it is due to run out early next year. Many reports are going to be due at the end of the year for all of the grants. There are many more grants that need to write. Hawaii Community Foundation is writing a plan to release more of its funds, so more to come with that. Tim shared, “I don’t mind living in a miracle, but it is really hard planning for a miracle.” We are projecting that we will fundraise more.
 - i) Community Meal – St. James’- yesterday’s meal had slightly lower numbers with 590 meals, first time we have dipped under 600 meals in quite a while. Decision to reduce the dinner service by 30 minutes as it is getting colder and darker and the demand is decreasing, and this will also help the kitchen too to close earlier. Changed hours to 4:30 PM.-5:30 PM. for the first week after Thanksgiving and will see how it goes. Marci suggested the banner and sandwich board gets changed. Tim discussed the Bridges program and the great success it has brought, especially with supporting local farmers
 - ii) Community Meal – St. Columba’s- The Paauilo coordinators are working out quite well, Alea’s hours are going to be increased next week. She will be making a vegan Moroccan curry dish on Tuesday night! It will be helpful for Alea and Gregory to see the whole picture with regards to cooking a meal. 600 meals in Waimea and about 400 meals in Paauilo. Sue has done a GREAT job in building amazing teams with the different areas of the meals. Special shout out to the Wok Crew!
 - (1) Update on Kitchen building project. Waiting on the electrical consultant, pre-design drawings have been sent, working on target for mid-December permit and bid package. Best estimate is 6-7 months for the permitting. Community support will be key in obtaining the permitting. There is a particularly good drawing that can be made available and copies will be available at the office. Linda + to write something up for the newsletter along with a link to page 3 of the drawings.
- b) Thrift Store Ministry – Jeanne Savage
 - i) Drive-through Christmas Volunteer Appreciation Party
 - ii) Thrift Store will be closed on Thanksgiving Day (11/26) and will be offering a 50% off of everything sale on Saturday, November 28th. Thrift Store will be closed week of December 20th, with no donations accepted. Most of the Christmas decorations from the container has already been sold. David + mentioned that Rona Scull is actively looking for an assistant.
- 4) Outreach, Fellowship, Keiki, Youth, & ‘Ohana Ministries (10 min)

- a. Interim Youth Ministries Coordinator position next steps. Vestry reviewed the position description written by Donna Brown. THANK YOU DONNA!. Interim was twofold as ministering during this time is a challenge, and there may be someone available at this time. There could be a perfect fit for someone right now, but maybe not available in the next five years. This position is also something that could be a time-share position. Vestry looked at the position description. Shari suggested removing one sentence in the job description regarding “being a friend.” Ruth Smith strongly recommends that Vestry support this position to work closely with a Christian Educational Formation Committee. Discussion ensued. Jeanne suggested that the Discernment Committee stay in place in an advisory role. Jeanne agreed to serve on the Hiring Committee along with Shari-Harada Peck and Felicia Linton. David+ asked for a motion to move forward with the advertising of the position. Shari motioned and Jeanne seconded. Discussion ensued. Vestry will move into Executive Session to discuss compensation.
- b. Parish College Scholarship (2) applications to review. Tim moves that we grant \$1500 to each applicant (Sarah Newcomb and Gabriel Savage). Shari seconded. Motion carries unanimously. Jeanne recused herself from the motion. Checks will be made payable to the families of the applicants.
- c. The Amazing Toothbus on property-treatments to begin Tuesday 11/24.
- d. Trauma Informed Care classes to be offered to staff and parish. Lisa Bollinger helping to organize. Friday, December 11 from 2 - 3:15 PM & Wednesday, December 16 from 2 to 3:15 PM & Friday, December 18 from 2 to 4 PM. Folks are invited to participate in one, two or all three of the offerings. More information to come.

5) Worship and Adult Spiritual Formation (10 min)

- a) Bishop Fitzpatrick’s visit (Feb 27, 5 PM Beach Mass & Feb 28, 9:30 AM St. Columba’s)
- b) Advent Study with the Right Rev. Robert “Bob” Gillies (Bishop of Scotland, Retired). Postponed start date one week, as we are waiting on the books to arrive. Now 4 Wednesdays starting December 2, 6 PM. He will be offering a brief homily on Thanksgiving Day at 8:00 a.m.
- c) Christmas services. Proposed schedule of services. David + asked about services. Some parishioners would like to be in the church, but then remember that it might be difficult. If we do offer in the church, there would need to be more services, and more cleaning, discussion ensued. David+ mentioned the new system that will allow the service to be broadcast into their cars via radio at the Thrift Store Lanai mass this coming Sunday.
- d) Confirmation course in season of Epiphany. Bishop’s visit now set for Feb 27 & 28 weekend. Confirmations at the Saturday 5 PM Beach Mass and at the Sunday 9:30 AM St. Columba’s.

6) Finance (20 min)

- a) Draft Budget Review. David+ established quorum of 6. Giving a good heads up on the budget. Budget is broken out into sections. A huge thank you to Clara and Jaisy for pulling together this first draft of the budget, with the addition of the Paauilo Community Meal, as well as the number of grants, etc. Michael initially did not have any changes to the draft. Discussion ensued regarding moving into category 2. St. James’ and St. Andrews are the only Category 1 churches. Two comments on the deficit: The budget does not include the forgiveness of income for the PPP loan. 1:15 PM Shari left the meeting. At the end of the day we are looking at a deficit of about \$17K. The \$60K will be taken out of the P&L. 1:19 PM Sharon Alfonso left the meeting
- b) Fall Stewardship Campaign 2021 check-in. Our Co-chairs are Gerrit Keator and Eric Savage.
- c) Treasurer’s Report (see attached report & financials). Tim made a motion to \$50K from saving to the TECH fund by the year end. Marci seconded. Motion passed.

7) Sr. Warden’s Report

8) Jr. Warden’s Report

9) Rector’s Report

- a) Discernment Committee formed for Jeanne Cooper to explore call to the Diaconate.
 - i) Pat Chatrand, John Crouch, Steve Kittell, Frankie Pang, and Jeanne Savage.

- b) Vestry Nomination forms will be put in newsletter Dec 1. Completed terms: Jeanne Savage, Shari Harada-Peck
- c) Parish Annual Meeting Date needs to be set. Date for reports due two weeks prior to meeting

10) Next Meeting: Tuesday, December 29, 2020 11:00 AM via ZOOM.

11) 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.- David+ closed in prayer. Jeanne, Marci seconded.

12) Adjourn at 2:00 p.m.