

# St. James Anglican Church

## Vestry Business Meeting

### August 19, 2021

**Vestry Members Present via Zoom:** Rev. Brian Schulz, Rector, David Chapman, Senior Warden, Bob Kirkland, Jr. Warden, Margie Armstrong, Clerk, Terri Boykin, Cheri Dale, Don Flick, and Beverly Lucas.

Vestry Members Absent: Marta McLaughlin  
Others present: None

#### I. Opening Prayer and Devotion (Psalm 68:19)

“Praised be the Lord daily, even the God who helps us and pours his benefits upon us.” (Book of Common Prayer)

#### II. Approval of Vestry Minutes 07/15/2021

- a. Motion was made by Cheri Dale to approve the Minutes and seconded by Terri Boykin. Motion carried.

#### III. Finance Committee Report – July Results

<b>St. James Anglican Church</b> <b>Month-End July 2021</b> <b>And</b> <b>Fiscal Year-to-Date</b>						
	July 2021 Month-End			2021 Fiscal Year-to-Date		
	July 2021 Actual	July 2021 Budget	Variance	YTD 2021 Actual	YTD 2021 Budget	Variance
<b>Revenue</b>	\$35,016	\$54,167	<b>-\$19,151</b>	\$344,717	\$386,167	<b>-\$41,450</b>
<b>Expenses</b>	\$53,115	\$58,00	\$ 4,954	\$364,145	\$406,496	\$42,351
<b>Net Total</b>	<b>-\$18,099</b>	<b>-\$3,902</b>	<b>-\$14,197</b>	<b>-\$19,428</b>	<b>-\$20,329</b>	<b>\$ 901</b>

Variance Color Codes:

Income Black - positive variance. Actual > Budget

Expenses Black - positive variance. Actual < Budget

Net Income Black - positive variance. Actual > Budget

Revenue is down by \$41K, but expenses are down as well. In the 2021 Fiscal Year to Date, we have a deficit that is \$901 less than what we budgeted our deficit would be. We still have an over (\$19k) deficit.

**Motion to accept the Unaudited July Financial Report was made by Don Flick and seconded by Bev Lucas. Motion carried.**

**Priorities for the Finance Committee**

- a. Making sure that the church is solvent and bills are being paid.
- b. Updating the Employee Handbook.
- c. Create an Administrative Procedure Manual
- d. Create an Administrative Calendar
- e. Clarifying the investments strategies for an anonymous gift to the church building fund.
- f. Update St. James Bylaws

**IV. Building / Parking Lot Update per lease**

- a. M-F - 8 am – 4 pm - 30 parking spaces
- b. Saturday - 0 parking spaces
- c. Sunday - 7:30 am – 1:00 pm – 74 spaces

**V. Women's Conference, September 24 and 25, 2021 – Cheri Dale**

- a. Junior and Senior High School girls
- b. Theme is strength, faithfulness, and courage.
- c. Breakfast on Saturday morning for 100 women.
- d. Radio spots
- e. Concerns about parking lot on Saturday were discussed.

**VI. DWA Synod, October 22 and 23, 2021 (Delegates)**

- a. 4 lay delegates – Cheri Dale, Dave Chapman, Don Flick, or Lynn Cush, or Jeremy Davis, or Senait Abeh
- b. 2 clergy - Pastor Brian and Fr. Jason

**VII. Annual Meeting Issues and St. James' 80<sup>th</sup> Anniversary**

- a. October 31 – after church
- b. Lunch meal of Newport Ribs will be held after the service.
- c. We will not need to rent audio visual materials.

**VIII. New Vestry Candidates Search and Selection Process will start this weekend.**

- a. Open up to congregation
- b. Forms to fill out
- c. Nominees will be vetted by Vestry
- d. Present slate to the congregation for a vote.
- e. Have nominees selected by the end of September.

**IX. Music Survey to the Congregation**

- a. Next week we will have a survey for the congregation.

**X. COVID – Delta Variant**

- a. Survey Results 51% are concerned about the Delta variant
- b. Masking Policy Revision
- c. Recommendations for those who test positive, need to have a negative test before returning to church
- d. Please stay home if you are ill, running a fever, runny nose, sore throat, etc.
- e. How could we love or be considerate of each other?

**XI. Small Group Sunday, September 24, 2021**

- a. Getting new people into groups
- b. Lenten Study in 2022.

**XII. Oikos Video**

- a. Working on the list of people to invite.
- b. Listened to the next Oikos video.

**XIII. Wedding Gift for Maryl**

- a. Meet at church on Oct. 7 at 1 pm.

**XIV. Eric Evans, Insurance Broker, needs thank you card from the Vestry.**

Maryl will get a card.

**XV. Closing Prayer was given by Terri Boykin.**

**Upcoming Events**

**Vestry meetings: first and third Thursdays at 7:00 PM each month**

**Finance Committee meetings: third Wednesday at 7:00 PM each month**

**Next Vestry meeting: September 2, 2021 at 7:00 PM**

**Next Vestry meeting: September 23, 2021 at 7:00 PM**

**Next Finance Committee meeting: September 15, 2021 at 7:00 PM**

**Pastor Brian on vacation: September 12-18**