

# Vestry of St. James Episcopal Church

October 20, 2008

7:00 PM to 9:00 PM  
119 Washington Street  
Groveland, MA 01834

## Extract of Meeting Minutes

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Present: Vestry: Mario Alvarez, Alice Claps, John Cole, Elaine Hatch, Jim Harrison, Cheryl Robinson, Jayne Smallman,  
Marya DeCarlen, Rector, Linda Chiango, Treasurer, Jennie Newcomb,  
Absent: Chick Holmes, Pat Sorenson  
Guest Helen Pickard, Friends & Stewards & Disciples Ministries

**Warden, Jim Harrison called the meeting to order at 7:05 PM**

**GUEST** Helen Pickard reviewed purpose of the grants which fund her position.

**How have you experienced a God given gift (your own or through someone else)?** Marya, Helen, John, Jim, & Jennie shared their experiences.

**MINUTES** Alice Claps presented the minutes from the prior meeting.

**Motion:** To approve the minutes of the September 8, 2008 meeting as presented.  
John Cole moved to accept Cheryl Robinson seconded, approved unanimously.

**TREASURER'S REPORT** Linda Chiango presented the Treasurer's Report.

**Motion:** To approve the financial report as presented:  
Alice Claps moved, John Cole seconded, approved unanimously.

### **RECTOR'S REPORT**

- ❖ The Ecumenical pre-election prayer service held at Merrimack College on Oct. 17 involved 7 different churches with youth and adults.

**Motion:** To separate St. James and CHI minutes and not incorporate the CHI minutes into St. James monthly minutes:  
John Cole moved, Jayne Smallman seconded, approved unanimously

**Action Step:** Alice will prepare extracts of the 2008 minutes for Board review. The decision of what, if anything, will be posted on the web site until the next meeting.:

- ❖ The Deanery Workshop will occur at Christ Church, Andover this Saturday Oct 25th from 8:30-12:30.
- ❖ Budget Worksheets were sent out to ministry teams and vestry liaison last week.
- ❖ Chick, Mario and John Cole comprise the nominating committee for 2009 for new 3 year vestry terms.
- ❖ Annual Meeting for 2009 scheduled for Jan 18.
- ❖ Pre Convention regional meeting at Calvary Episcopal Church in Danvers 10/30 7-9pm. Diocesan Convention in Hyannis Nov 7-8 (Delegates are Alice Claps and John Anderson)
- ❖ The Finance Committee met last night to put together a (very) preliminary budget.

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### WARDENS' REPORTS.

John Cole: Property applying to Steven's Foundation for grant of \$15 – \$20K for necessary capital repairs/improvements.

### ACKNOWLEDGEMENTS

Jennie Newcomb presented the list of individuals to whom she had send cards or notes of recognition or gratitude during the past two month.

### VESTRY LIAISON REPORTS

Christian Formation: Pat Sorenson – no report.

Evangelism: Jayne Smallman – Holiday Fair announcement in the paper.

Fellowship: Mario Alvarez – see report.

Mission: Elaine Hatch – no formal report this month..

Property: John Cole – see report.

Real Capital Development: no report this month

Stewardship: Cheryl Robinson – see report.

Worship: Jim Harrison – see report.

OLD BUSINESS Use of Parish Hall limited to Wednesday & Friday, Vestry meets on Monday.

Alice – November 10<sup>th</sup>, December – Marya, Jayne – January, Linda – February, Jim -  
March

NEW BUSINESS none

### ADJOURN

Motion: To approve adjournment

John Cole moved, Elaine Hatch seconded, approved unanimously

Marya led us in a closing prayer

Meeting ended at 9:25 PM

Respectfully submitted,

Alice Claps, Clerk