

**St. James Episcopal Church**  
**Vestry Minutes**  
**Thursday, April 20, 2023**

**Present:** Eric Blake, Chris Collins, Susan Benson, Beth Burton, Vickie MacLaine, Lee Donoho, Carol Thompson, Tom Tompkins, Mark Eagleson, Eleanor Bailey  
**Absent:** Jen Henderson, Fr Rob Willmann

At 7:00pm Sr Warden Eric Blake opened the meeting with prayer.

**Approval of Agenda:** Beth Burton moved to approve the agenda. Susan Benson seconded. **Motion carried.**

**Approval of Minutes:** Susan Benson moved to approve the minutes of the previous Vestry meeting. Carol Thompson seconded. **Motion carried.**

**Treasurer's Report:** The Treasurer's Report was reviewed.

1. The Finance Committee met at 6:00pm April 20, 2023. At this meeting the budget was reviewed. We are currently right on target. The committee will review the restricted accounts description book and where these funds figure into the budget, etc.
  2. Susan Benson reported that the balance of the Friendship Dinner account is incorrect and has been incorrect for some time. Susan will email the correct balance to Eleanor
  3. There was also discussion about payroll and the quick Books reporting of payroll. Father Rob's salary amounts look off. This was reported to be a glitch in Quick Books and Eleanor will work with Mindy to correct this.
  4. There was discussion of the Geyer Fund at Edward Jones. The Vestry decided to continue only drawing the actual interest and dividends from this fund and not take a percentage of the principal at this time.
  5. A line item needs added to the budget for the Loads of Love and Transitions outreach ministries in order to track money spent for these ministries as this amount is asked for on many grant applications.
- Vickie MacLaine motioned that the Treasurer's report be approved as as reported with the corrections to be made. Chris Collins seconded the motion. **Motion Carried**

**New Business:**

Tom Tompkins reported on the Loads of Love outreach ministry. Currently this ministry is spending \$10.00 per person for washer and dryer cost. The cost of laundry soap and fabric softener is over and above the \$10.00 washer/dryer cost. To sustain this ministry, \$300.00 per month is needed. Susan Benson moved to take \$3,600.00 from the Geyer Fund to sustain this program while additional funding resources (grants, etc.) are investigated. Carol Thompson seconded the motion. Motion carried unanimously.

Beth Burton discussed the Transitions outreach ministry and that one of the unmet needs of Transitions is heating pads for the women residing at Transitions. The Parrish has been great at donating the smaller items. Chris Collins moved that \$680.00 be taken from the Geyer Fund to purchase 40 heating pads for Transitions. Tom Tompkins seconded the motion. Motion carried unanimously. Tom Tompkins reported on the Zanesville Pride event to be held June 24, 2023. The Diocese has reached out to offer the use of an event tent and will provide many give aways. An anonymous donor has paid the fee for Saint James to sponsor the event. Volunteers will be needed for this event. Tom will coordinate the volunteers. Eric Blake will research the cost of T shirts with the Saint James logo on them to be worn at this event and other outreach events in our community.

The Zanes Trace Commemoration parade was discussed. Lee Donoho will research the cost of a parade entry and who to contact to put an entry in the parade.

The Y Bridge Arts Festival was discussed as another outreach opportunity. The quote for additional audio equipment needed for live streaming our services from Sweetwater Audio was discussed. There was discussion as to whether the mics were vocal mics or standard mics. Beth Burton made the motion to move forward with ordering the equipment with the stipulation that the mics were vocal mics. Tom Tompkins seconded the motion. Motion carried unanimously.

**Rector's Report:** Senior Warden, Eric Blake asked that Vestry members submit their availability dates for a retreat to Father Rob.

**Senior Warden's Report:** Senior Warden Eric Blake was busy conducting the meeting in Father Rob's absence and acting as Vestry Clerk for the meeting and did not take notes on his own report.

**Junior Warden's Report:** In addition to her submitted written report, Vickie MacLaine reported the following:

1. Kelso's will be here on Monday to fix the plumbing issues of the leaking hose bib at Saint James house and investigate the cause of the sewer back up in the basement of the house.
2. The flooring in the Undercroft was discussed. The tile tested above the acceptable limit of asbestos so an abatement will need to be done. The mastic contained no asbestos. The air quality testing in the undercroft and sanctuary came back fine. There are no issues with the air quality in the building. More will be reported on this issue as more is known. Vickie will contact Hina Environmental Services to offer a second opinion on abatement costs, etc. as long as long as there is no charge for the estimate and they will not need to do additional testing.

**Committee Reports:** No committee reports were presented.

**Old Business:**

1. Chris Collins reported that she made 15 bunnies and filled them with goodies for the children at Pearl House. The bunnies were very cute! She also reported that the Lay Weeders had planted the remaining Easter Lilies in the garden.

Susan Benson moved to adjourn. Carol Thompson seconded. **Motion carried.** The meeting adjourned at 8:27pm.

Respectively submitted,  
Eric Blake