

## **St. James Vestry Meeting Minutes**

Thursday, December 18, 2025

5:45PM

**Participants:** Fr. De Freeman, Sr. Warden Margaret Cadden, Jr. Warden Bruce Stone, Treasurer Amanda Montz, Parish Administrator Meghan Fancher, Tracy Corte, Jim Daniell, Bill Dowdle, Jennifer Lambert, Bettsie Norton, Cappi Sully, Ken Talbert, and Clerk Mary Mullins Redditt

**Absent:** Dan Campbell, Dee Gambill, Misty Whitehead

**Special Guest:** Chuck Coddington from the Building Committee

Margaret opened the meeting at 5:47 pm and asked De if he would open us in prayer.

### **Opening Prayer -**

Fr. De opened the meeting with a prayer.

### **Recitation of the mission statement -**

The vestry then recited together the mission statement.

*We are a community anchored in Christ, seeking God, sharing His love, and serving others.*

### **Meditation – Ken Talbert**

Ken gave a meditation on Advent and shared a personal story about moving from the dark into the light.

### **Construction Update - Chuck Coddington**

- The Youth Room is complete and should soon be approved for occupancy.
- The new entrance is still under construction. One of the two handicapped ramps is complete. The contractor is trying to get it completed by Christmas Eve. Will remove fence and put cones in place. Sidewalk and steps may be complete but ramp will not be complete.
- Hope to see siding done in a couple of days and roofing started before Christmas.
- The north end wall is up with plywood sheeting. Plywood is going over metal sheeting, then Hardy Board will go over that with board and baton, before painting.
- Chuck is pleased with the progress so far. Still trying to figure out solution for tie in at the library.
- Schedule still shows a July 1 occupancy date, but have some challenges with the siding and the roof. Must finish the siding before the roof can go on, but these are showing beyond the completion date of July 1. Contractor is working to try and get back on schedule and should know more the first week in January.
- Our overall savings for the project is at \$97 K as of this month, due to savings on door entry control, driveway revisions, gym floor expense, drainage issues, and cost of change orders.
- De says we are going to try to take care of the drainage issues out of our regular maintenance budget, so that would be money we don't have to raise.
- De showed the new proposed design for a grilling and smoking area from the new door off the kitchen. Would pick up some new expense but would probably only be \$3,500. It is approximately a 12' x 18' area. There was consensus from the vestry to move forward and get a price for this.

- De also showed an outdoor area next to the school playground that needs to be re-graded. When we are regrading it, would build a natural amphitheater with terraced grass area for teaching area. There would be no additional cost unless it is determined we would need a retaining wall. Consensus that vestry likes this plan.
- The parking lot will need to be repaved. Would like to have this done while the construction is ongoing as it will be cheaper. Anticipate this will be about \$80 K that needs to come from the maintenance budget.
- The school is growing. We currently have the second floor shelled off but will need to find new space for what is now the 3rd grade next year. May want to consider at a future meeting whether we need to build that out while construction is going on.

### **School Board Update - Cappi Sully**

- There was a school board meeting on Monday.
- 2nd Saturday in May is the golf tournament. There will be a full rollout to the parish and parents in January. Believe will sell out because already have teams lining up. There is a commitment for a Porshe or similar car as a prize for a hole-in-one. Working on registrations and sponsors.
- New bylaws will be approved in January. Calls for 15-member board with 4 permanent members. Need to fill 7 positions, but only have 4 now. Need them to the church office by December 23. School Board terms are 3 years and are staggered terms.
- Have been having tuition discussions. Would like to avoid an increase if at all possible. If it is necessary, will work to minimize it. Waiting on budget items from Jim and will vote on it by email this weekend.
- School Christmas program is at 9 am tomorrow morning.
- December 5 open house was a success. Had 6 families from the school attend and 3 registered.
- Forecast is for 2 each of the lower Pre-K classes and 1 each for K, 1st, 2nd and 3rd grades.
- Kindergarten will be housed in the new building and 1st-3rd will all be on one hall in the upstairs of Green Hall.
- Accreditation being submitted this week.
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### *Fundraiser update*

- Are just under 200 bricks sold and our goal is 500.
- Tomorrow is the deadline but we may be extending that. Cappi will have to discuss with Chuck.
- Will be making pitches at the school program in the morning.

### **New Vestry nominees -**

*Lisa Hansen, Austin Young, Gary Garner, & Rhett O'Keefe*

These four people have accepted the nomination to serve on next year's vestry.

### **Convention Delegates - vote to approve by December 2025**

*Dan & Misty Campbell, Austin & Kat Young*

*John Olson (maybe), Terry & Beth (alternate) Moore*

***Bruce made a motion to accept this slate, Bettsie seconded and all approved.***

If John can not go, Margaret will attend.

### **Financial Update Discussion & Decisions– Amanda Montz**

*Financial report discussion & vote*

- Are within \$8K of where we were last year.
- Pledges are below by \$89 K.
- Other non-pledges are ahead by \$70 K.
- December has been a good year for pledges coming in (see attached report).
- Net assets stand at \$8.65 million.

*Stewardship update*

- We are at 26 pledges behind where we were last year.
- The dollar amount is higher, but the number of pledges is below.

*Growing Faithfully balance sheet*

- Our balance is \$1.6 million.
- Will need to begin start accessing our line of credit end of December or early January.

***Bruce made a motion to approve the financial report, Margaret seconded and all approved.***

### **Personnel Update**

The vestry then went into Executive Session.

### **Housing Resolutions**

- Housing resolutions are due for clergy at the end of each year. They haven't changed for this year.
- \$30 K is the allowance for Amanda.
- \$60 K is the allowance for De.
- De and Meghan passed around copies of the housing allowance for review. Needs to be signed by Margaret and Mary.

***Jim Daniell made a motion to approve the housing resolutions, Ken Talbert seconded and all approved.***

## **Other**

- Ken made an appeal for additional assistance with parking for the Christmas services, especially at the 3 pm and 6 pm services.
- Will be getting 2 additional 6-passenger golf carts for Christmas Eve.
- Shuttle is going to begin at 2 pm and operate non-stop. Ken asks all regular parishioners to park at the school.
- Margaret thanked all for coming out for the Christmas Open House.
- May be a good idea to do tours of the construction after the annual meeting. Ken has discussed it with Chuck and he likes the idea.

## **Parish Meeting -**

January 11, 2026, following the 10:30am service.

## **Vote to approve November Minutes**

*Bettsie made a motion to approve the minutes, Ken seconded and all approved.*

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## **Closing Prayer**

The meeting closed in prayer at 7:10 pm with the vestry reciting together the Lord's Prayer.