

**VESTRY MINUTES**  
**SUNDAY, OCTOBER 20, 2024**

**PRESENT:** Linda Bourque, Katie Chipman-Bergsma via Zoom, Nikki Clark, Bruce Lynn, Ruth Neveu, Cal Woodard; **ABSENT:** Gin Mannisto; **GUEST:** None

1. **Opening:** Linda Bourque opened the meeting at 11:29 a.m. with the vestry prayer.

2. **Review Agenda:** No changes

**Public Comment:** None

4. **Ministry Support Team:** MST had a meeting and they met Stephen Godfrey. Looking for people to help cover morning prayer.

5. **Review/Approval of Vestry Minutes: Motion to approve September 15, 2024, minutes was made by Nikki Clark seconded by Bruce Lynn. No opposition or abstentions, motion carried.**

6. **Treasurer's / Endowment / Budget Approval:** Bruce Lynn reported on the investments. Financials were sent out this morning. All financial reports will be on file in the office including the Killan accounts, Edward D. Jones Accounts and the spreadsheet with church revenues and expenses. Discussion followed regarding the information provided by the reports and how the information is reported. Cal Woodard asked if PNC could be asked about how they report the information.

7. **Committee Reports**

- a. **Christian Education** – none
- b. **ECW Report** – We will request an update from
- c. **Outreach** – Katie Chipman-Bergsma reported that we are still collecting cans and bottles. We will be purchasing items for Christmas with the funds. Also, Dianne Horst is still purchasing items for the kitchen with ECW funds. Discussion suggested that it might be helpful to have a report on how much of the ECW funds have been spent and how much is still available.
- d. **Missioners Comment** – None

8. **Senior Warden's Report** – Last week at church Arthur reported he will need surgery. Carl and Sandy Deplonty have volunteered to take him, but the surgery has been postponed and Cal Woodard has volunteered to do future transportation.

Linda and Katie discussed having a special meeting to discuss the policy and procedures manual. Cal Woodard discussed having various appendices for specific functions, i.e., the kitchen, altar guild, sanctuary, etc. Katie indicated that she has tried to organize the manual in that way. It was decided that we would set up a meeting before the next vestry meeting.

9. **Junior Warden's Report** Cal Woodard reported that he has contacted Dennis Vierra for snow plowing. Dennis has indicated he will do the plowing for 40.00 per plow. **Bruce Lynn motioned that we contract with Dennis for plowing for the 2024-25 winter season motion seconded by Nikkie Clark. No opposition or abstentions, motion carried.**

Cal Woodard reported that the downtown snow clearing agreement (SSM-DDA) of which our portion would be 200 feet on Bingham Avenue will cost \$340.00 or \$1.70/linear foot for the upcoming winter season. **Cal Woodard motioned to pay 340.00 for the plowing of the Bingham Street sidewalks by a contractor hired by the city for the 2024-25 winter season seconded by Linda Bourque. No opposition or abstentions, motion carried.**

Regarding the church parking lot - Superior Seal Coating owned by Dane Wallis has patched the hole in the parking lot at no charge and indicated he could do seal coat, stripping, crack fitting \$2,002. He will send in a formal estimate. Norris Contracting could do a new parking lot for \$50,000.00. Cal Woodard has suggested that we do the sealing coating etc. every four years. Discussion followed regarding the options of patching versus and new parking lot. **Cal Woodard moved that we have Superior Seal Coating do the seal coating, crack filling, and stripping in the spring of 2024 for the quote of \$2,002.00 Bruce Lynn seconded. No opposition or abstentions, motion carried.**

Katie Chipman-Bergsma commented that we need to remember to put that in the 2025 budget

For the winterization of doors he has contacted Ed Castner who will be doing a walk through to obtain a quote for that project. This should include the West entrance off Bingham, the exterior doors refurbishing the doors at the base, sand and paint the doorsill, winterize the inside doors and seal the space where the doors join up when they are closed. The doors on the northwest entrance to the chapel, seal the doors where they meet when closed. The southwest entrance to the chapel, seal the doors where they meet when they are closed. Seal up the double door in back of the organ leading to the chapel.

Katie Chipman-Bergsma has started the ball on the Solar project proposal. Cal Woodard has a few questions on the report that Solar Faithful provided. He asked if the vestry is now in the process of getting the approval to go ahead with getting the next steps moving, such as design phase, etc. Also, what impact would the historic site status have on a solar project? As a National Historical Building what impact does that work have on any projects where changes are made to the church? Discussion about what impact solar power would have financially, would we be able to sell back power to the grid, also does solar have impact on our insurance. Katie Chipman-Bergsma also has a lot of questions about the project. Discussion followed regarding the costs and benefits of the project. Bruce Lynn has questions regarding the aesthetics of a solar project. There were questions about whether there are other projects that could make the building more energy efficient. Cal Woodard indicated he would like to call Solar Faithful regarding some of the questions he has regarding solar power such as:

- Should the southern side of the roof over the congregation be reroofed before the start of any solar power installation?
- What is the extent of the work needed to interface the solar power system?
- What kind of maintenance would be required?
- Is there some kind of warranty for such a project?
- What impact would this kind of project have on our insurance?
- Would they contact the city building inspector or engineering department to get the proper permits for this type of project?

Cal Woodard discussed the potential savings this type of project could have for St. James. Katie Chipman-Bergsma discussed the possible costs involved in such a project. Cal Woodard discussed the fact that we do not need air conditioning and the fact that Cloverland is less expensive than some of the costs that downstate churches have to contend with. Cal Woodard discussed paying for the project with and without getting a loan. He also indicated that selling back solar power to Cloverland Electric might incur more costs for the project.

Discussion also included questions about the aesthetics of putting solar on the church.

10. **Old Business:** Stewardship letter and an employee Christmas letter discussed. Bruce Lynn indicated he would be talking to Sandy Deplonty and Pam Briglio regarding a stewardship letter. Linda Bourque indicated she would be working on an employee Christmas letter.

11. **New Business:** None

12. **Next Vestry Meeting:** Sunday November 17, 2024.

13. **Adjournment and Closing Prayers:** Motion to adjourn made by Ruth Neveu with a second by Bruce Lynn. No opposition or abstentions, motion carried.

**Adjourned a 12:31 p.m.**

Respectfully submitted,



**Ruth Neveu**  
Clerk of the Vestry