

**St. Paul's Episcopal Church
Cary, North Carolina
Vestry Minutes
October 16, 2017**

***Mission Statement:** Acknowledging that all gifts come from God, the mission of St. Paul's Church is to know Christ and make Christ known.*

Identity Statement

St. Paul's Episcopal Church in Cary is home to an active, caring and diverse congregation of the Episcopal Diocese of North Carolina. Through corporate worship, spiritual development, fellowship and service we continue to grow together in faith. We strive to be Christ's welcoming, reconciling and transforming presence in the world through our many and varied ministries.

Call to Order

The Rev. George Adamik, Rector, called the regular monthly meeting of the Vestry of St. Paul's Episcopal Church to order at 7:00pm on Monday, October 16, 2017. The following members of the Vestry were present: Rick Bradley, Olivia Delahaye, Bill Gautier, Sherri Hubbard, LaQuinta Jernigan, Jeff Kager, Karen Smith, and Victor Talbird. Ron Barbee, Carter Collins, Ralph Greco and Frank Laney were absent. Also present were Christine Ingram, Parish Administrator/Church School Director; John Goehrke, Treasurer; and Lanny Wase, Clerk. Preschool Director Brooke Bowersox was present for approval of the Preschool budget at the beginning of the meeting.

Formation

Olivia Delahaye opened the meeting with prayer. Bill Gautier volunteered to bring a prayer or meditation to the November meeting.

Information

1. Deacon Intern: Katie Gillett: Katie Gillett, who is a postulant for the priesthood from the Diocese of Central Florida, currently is a student at Duke Divinity School. George Adamik will be mentoring her at St. Paul's. She has attended Monday pastoral care meetings and will shadow our priests in some pastoral care visits. In her role as deacon, she will also assist at the altar during some services.

Adelaide Siegl, who is doing an internship at St. Ambrose in Durham, will not be moving forward in the diaconate process. Carl Clark, who is in the process for ordination to the priesthood, currently is doing an internship at St. Joseph's in Durham. Andrew Zawierucha, who is in the process for ordination to the priesthood, currently is doing an internship at St. Titus in Durham.

Discussion

Approval of Preschool Budget: Preschool Director Brooke Bowersox attended the Vestry meeting requesting approval of the proposed 2017-2018 Preschool budget. The Finance Committee has already reviewed and approved the budget. Two specific items were noted. If there is income exceeding the budget, it is proposed to give teachers a bonus. This will be brought before the Vestry at the appropriate time, when exact figures are known. Christine Ingram also noted that in January of 2017 the Vestry had approved a motion that the Preschool should cover all of the Director's salary and benefits, as well as \$1000 for accounting expenses, phased in over 5 years. The Preschool makes their contribution back to the church based on the salary of the Preschool Director. In the draft 2018 St. Paul's budget, there is a proposed increase in the Director's salary. Victor Talbird made a motion to approve the 2017-2018 Preschool budget. Bill Gautier seconded, and the motion was approved by unanimous voice vote.

1. Giving Board: There was discussion about the charge and responsibility of the Giving Board. Lanny Wase read the following description, which can be found online in the Ministries List: "This group works to support and coordinate fundraising efforts by maintaining a calendar of church fundraising activities, by promoting awareness of parish fundraising policies, by reviewing and approving applications for

fundraising events, and by serving as an idea sounding board for parish groups seeking to raise funds and collect non-monetary donations." Current board members are: Dan Loughlin, Rick Bradley, Tad Richard, Bill Gautier, Ted Straub, and Frank Laney. There was a question about whether or not the Board keeps a calendar to help coordinate outreach and other collections. It was suggested that the Board include a Vestry member, a staff liaison, and an outreach liaison.

2. Stewardship Update: George Adamik reported that the campaign had kicked off on Sunday, October 15. A letter with pledge forms went out to the parish the week of October 9. Pledge forms were in the bulletin on October 15 and also available online. Videos will be shown each week during the services for three weeks. There will be a drawing at the celebration brunch on November 12 for a night's stay, dinner, and champagne at the Mayton Inn in Cary. Christine will be tracking how pledges are returned: in the mail, in the offering plate, or online. To meet the "asking" budget, a 10% increase over last year is needed.

3. Vestry Nomination Committee Report: Sherri Hubbard reported that there are five nominees: Gerri Batchelor, Nicole Gatchalian, Rob Johnson, Mary Kintz, and Kristin Walker. Their bios have been submitted. The election will be held at the Annual Meeting on November 5.

4. Capital Campaign Update: Rick Bradley reported that committee members and the consulting team had met most recently on October 16. Proposed architectural drawings have been received. In addition to raising money for the proposed expansion and renovation, it is hoped to be able to set aside at least \$250,000 in a facilities fund.

5. Annual Meeting Discussion: In addition to election of new Vestry members, the following items were suggested: list of facilities improvements, non-budgetary outreach giving, and perhaps updates on Children's and Youth Ministries. It was decided not to have nominees stand, but rather to project their photos on the screens at the front of the church.

6. Endowment Committee Update: Bill Gautier reminded Vestry members of the upcoming event hosted by the Endowment Committee on Thursday, November 9. Leslie Dinwiddie is preparing the food. At this point, the overall yield in the funds is 7.5%. The Growth Fund is up 11.8%, and the Income Fund is up 3.4%. A gift of \$2,500 has just been received.

7. Lobster Fest Report: Jeff Kager reported, and all agreed, that Lobster Fest was a great success. Over 1600 lobsters were sold, 800 cooked and the rest live. Everything worked like a well-oiled machine, and profits are expected to exceed last year.

8. Dental Health Benefits: Christine Ingram reminded the Vestry that parishes must now provide parity in health benefits between clergy and laity. Dental benefits are not specified at this time. St. Paul's does not currently have parity with dental plans. Clergy are provided with any level: employee or family. Lay staff are only covered for employees only. If they want to include family members, they must pay the difference. LaQuinta Jernigan made a motion to ask the Finance Committee to review this issue and make a recommendation. Victor Talbird seconded, and the motion was passed by unanimous voice vote.

9. Elephants: The following Vestry meeting dates were set:

Vestry Retreat: January 19-20, 2018

Parish Update: January 21, 2018

LaQuinta Jernigan reported that the Rainbow Gathering would like to schedule a speaker from the Pauli Murray Foundation. This event would be open to the parish and the public. The Foundation requests that donations be accepted. This proposal will be presented to the Giving Board for review.

Sherri Hubbard reported that there has been a request from a parishioner to hold paid parenting seminars using church facilities. The Policy on Facilities Use at St. Paul's (2011) states: "Facilities shall not be used by any profit-making commercial venture of any kind... Consistent with IRS requirements, the facilities and resources will also be used in a manner that does not inure benefit to individuals nor provides substantial

benefit to private interests." Bill Gautier made a motion that based on existing policy this request not be granted. Rick Bradley seconded, and the motion was passed by unanimous voice vote.

Decisions

Treasurer's Report

John Goehrke reviewed the September 2017 Treasurer's Report, which was very positive. Total income of \$63,170 was unfavorable to the budget by (\$981) for the month and favorable year to date by \$19,400. Total expenses of \$81,844 were unfavorable to budget for the month by (\$3,385) and favorable year to date by \$9,946. Net income of (\$18,674) was unfavorable to the budget by (\$4,366) for the month and net income year to date of \$11,303 was favorable by \$29,346. Month end total cash was \$207,816. Of this amount, \$170,985 is earmarked for restricted funds, which leaves \$38,079 in operating cash.

Sherri Hubbard made a motion to file the September 2017 Treasurer's Report. Karen Smith seconded the motion, and it was passed by unanimous voice vote. The Treasurer's Report Summary, Balance Sheet Summary, Statement of Cash Flows, Profit and Loss Budget Performance Summary, Capital & Encore Fund Activity, and Restricted Fund Activity reports as of the end of September 2017 are hereby incorporated as part of these minutes.

Approval of Minutes

Rick Bradley made a motion to approve the minutes of September 18, 2017, as written. Bill Gautier seconded, and the motion was passed by unanimous voice vote.

Action Register Review

The Action Register was reviewed and updated.

Adjournment

Karen Smith made a motion to adjourn the meeting. Sherri Hubbard seconded, and the motion was passed. The meeting was adjourned at 8:35pm and closed with the Lord's Prayer,

Respectfully submitted,

Lanny Wase
Clerk of the Vestry