

**St. Paul's Episcopal Church
Cary, North Carolina
Vestry Minutes
August 20, 2018**

***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 workshop, 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 7:00 p.m. on Monday, August 20, 2018. The following members of the Vestry were present: Ron Barbee, Olivia Delahaye, Nicole Gatchalian, LaQuinta Jernigan, Rob Johnson, Jeff Kager, Mary Kintz, Karen Smith, and Victor Talbird. Rick Bradley and Bill Gautier were absent. Also present were John Goehrke, Treasurer; and Lanny Wase, Clerk.

Formation

Olivia Delahaye opened the meeting with the Prayer of St. Francis and the Prayer of St. Chrysostom. Karen Smith volunteered to bring a prayer or meditation to the next meeting.

Information

Discussion

1. 60th Anniversary Update: LaQuinta Jernigan reported that the brunch has been planned and the caterer selected. Brandon Jernigan is working on videos. George Adamik reported that C. Waite Maclin, the second priest to serve St. Paul's, plans to attend the anniversary celebration. Trudy Hogarth, one of the founding members and now a resident of Glenaire, also plans to attend. There will be water slides and children's activities are planned.

2. Capital Campaign Update: Jeff Kager reported that contributions have almost reached \$1.2 million. It is hoped that there will be 100% participation by Vestry, clergy, and staff before the kickoff. If they have not already done so, they will be asked to submit their pledge forms by September 10. The Vision Tours have been well received.

3. Stewardship: The Stewardship Committee is: George Adamik, Jeff Kager, Ron Barbee, Mary Kintz, and LaQuinta Jernigan. Mary Kintz reported that they are in the process of drafting letters to parishioners. There probably will be three different letters, each intended for a different target group. The Capital Campaign plans to end their major push by October 14, and stewardship letters will go out soon after.

4. IT: Jeff Kager reported that Heather Gates and Brian Rudy are still reviewing details of the contract with Strategic Solutions. Jeff will remind them of the importance of making a timely decision. The Vestry will need to approve the final contract. Jeff will encourage a September Vestry presentation by IT.

5. Facilities: Jeff Kager reported that the contract with Arrow Exterminator Termite Protection Program was approved by a unanimous electronic vote of the Vestry on July 17, 2018. A copy of the resolution is on file with these minutes. Jeff also noted that:

- a. An air conditioning unit in the Education Building needs to be replaced for approximately \$1,800 or a little less.
- b. An air conditioning unit in the Sanctuary needs to be replaced and will cost approximately \$20,000-\$30,000.
- c. Ron Barbee is arranging power washing of the courtyard. Julia Rudy has asked that the dumpster also be cleaned, as she plans to repaint it.
- d. The window that doesn't open in one of the classrooms will be replaced.
- e. There will be an Eagle Scout project to redo the brick pathway between the kitchen and the playground.

6. Vestry Nominating Committee: George Adamik noted that there will be five open slots this year: four for three-year terms and one for a two-year term. Jeff Kager will put together a committee to work on nominations.

7. Church Safety: Victor Talbird reported he has tried to contact the NCBI, but has not yet heard back. The Town of Cary offers safety assessments by appointment on Tuesdays through Fridays from 9-5. Victor will set up an appointment, trying to include staff and Steve East of the ushers. He will also check if the Town of Cary offers safety presentations.

8. Lobster Fest: Lobster Fest will be on October 6. Alana Loughlin plans to be at the upcoming Ministry Fair to recruit volunteers. This year Lobster Fest plans to hire Life Experiences to provide the chocolate chip cookies. Life Experiences is a non-profit organization that provides satisfying work experiences for adults with varying disabilities. Lobster Fest also will be collecting canned goods for Dorcas Ministries, which will have a truck parked in our lot.

9. Town of Cary Greenway Meeting: There will be a public information meeting at St. Paul's on August 28 at 6:00 p.m. about the Higgins Phase III Greenway project. This greenway extension will run along the St. Paul's property line on the side by the Youth Building.

10. Offering Plates: The brass offering plates currently in use need to be refinished, for approximately \$125 per plate. These plates also need to be polished every Sunday. Head of the Altar Guild Anne Babb knows someone who could make 6 matching wooden plates, for approximately \$100 per plate. The Vestry authorized Anne to look into the possibility of obtaining wooden plates.

11. Associate Rector Housing Allowance: Rob Barbee proposed the following resolution. Mary Kintz seconded, and it was passed by unanimous voice vote.

WHEREAS, the Reverend Javier Almendarez-Bautista is compensated by St. Paul's Episcopal Church exclusively for services as a minister of the gospel, and WHEREAS, St. Paul's does not provide the Reverend Javier Almendarez-Bautista with a rectory, therefore, it is hereby RESOLVED, that the total compensation paid to the Reverend Javier Almendarez-Bautista for the period between August 15, 2018, and December 31, 2018, shall be \$23,062.50 of which \$7,650 is hereby designated a housing allowance.

12. Junior Warden Position: Olivia Delahaye would like to step away from the Junior Warden position. George Adamik and Vestry members thanked her very much for her service. Nicole Gatchalian nominated Mary Kintz for Junior Warden. Ron Barbee seconded, and the motion was passed by unanimous voice vote.

13. Elephants: George Adamik mentioned the extreme flooding and mudslides currently being experienced in Kerala, India. More than 300 have perished, and more than 300,000 people have been displaced and are now living in emergency relief camps. A possible response from St. Paul's was discussed. George will gather more information and explore some options.

Decisions

1. Treasurer's Report: The Vestry did not meet in July, but Mary Kintz made a motion to file the June 2018 Treasurer's Report. Victor Talbird 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 June 2018 are hereby incorporated as part of these minutes.

Treasurer John Goehrke reviewed the July 2018 financial report. Total income of \$79,992 was unfavorable to the budget by (\$2,543) for the month and unfavorable year to date by (\$37,791). Total expenses of \$87,232 were favorable to budget for the month by \$4,906 and favorable year to date by \$4,306. Net income of (\$7,240) was favorable to the budget by \$2,363 for the month and net income year to date of (\$19,743) was unfavorable by (\$33,485). Month end total cash was \$217,954. Of this amount, \$201,443 earmarked for restricted funds. This leaves \$11,125 in operating cash. The Vestry Discretionary balance is \$22,001.

Karen Smith made a motion to file the July 2018 Treasurer's Report. Rob Johnson 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 July 2018 are hereby incorporated as part of these minutes.

2. Approval of Minutes: Jeff Kager made a motion to approve the minutes of June 18, 2018 as written. Victor Talbird seconded, and the motion was passed by unanimous voice vote.

3. Action Register Review: The Action Register was reviewed and updated.

Adjournment

The meeting was adjourned at 8:30 p.m. and closed with the Lord's Prayer,

Respectfully submitted,

Lanny Wase
Clerk of the Vestry