

**St. Paul's Episcopal Church  
Cary, North Carolina  
Vestry Minutes  
October 15, 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, October 15, 2018. The following members of the Vestry were present: Ron Barbee, Rick Bradley, Nicole Gatchalian, Bill Gautier, Jeff Kager, Rob Johnson, Mary Kintz, and Karen Smith. Olivia Delahaye, LaQuinta Jernigan and Victor Talbird were absent. Also present were Christine Ingram, Parish Administrator/Church School Director; John Goehrke, Treasurer; and Lanny Wase, Clerk.

**Formation**

Bill Gautier opened the meeting with "A Prayer for First Responders". He also passed out information about St. Paul's newest ministry, Resilience.

**Information**

**Discussion**

**1. 60<sup>th</sup> Anniversary Recap:** Over 560 people attended church for the anniversary celebration on September 16. The Rev. C. Waite Maclin was able to be there, and his talk was interesting and well received. The music of the combined choirs was excellent. George thanked the committee for all their planning over the past year.

**2. Lobster Fest Recap:** Lobster Fest was very well coordinated and very efficient, as always. 1500 lobsters were cooked, with 73 leftover to be sold later. The weather was not the best, but didn't seem to affect numbers. Using cookies from Life Experiences was a good idea. Bishop Sam Rodman even dropped by and enjoyed a lobster lunch.

**3. Capital Campaign Update:** Rick Bradley reported that 119 pledges have been received for a total of \$1,614,345. The Capital Campaign will go quiet during the upcoming Stewardship Campaign. However, there will be low-key follow up with individual parishioners. Rick and Frank Laney will make phone calls. After the end of the year, they will go back to the architects to determine what can be achieved with the money that has been raised. This updated vision will be presented to the parish.

**4. Stewardship Update:** Mary Kintz reported that two different letters have been sent to parishioners. The targeted groups were current pledgers and those who have never pledged. Christine noted that some pledges have already come in. There is also an opportunity to pledge online at the website, and some people are using that option.

**5. Security Update:** Victor Talbird reported by phone on the security assessment by Officer Donna Pell of the Cary Police Department on September 25. Staff members and representatives from the Ushers and Memorial Garden were present. Some of the points raised were:

- a. The importance of situational awareness. The ushers in particular should be alert to notice anything or anyone that seems "off."
- b. It would be helpful for ushers to have walkie-talkies for communication. The church office and Preschool use texting now, but radios might be more effective in an emergency.
- c. Extra security for the church offices is important. A door between the Narthex and the office hallway would be very helpful and would provide an additional barrier.
- d. The Memorial Garden could install fake – or real – cameras.
- e. Practicing an emergency evacuation of the sanctuary would be helpful. It was decided to look further into scheduling this, perhaps at the conclusion of a service.

The Vestry also discussed the greater likelihood of a medical emergency. Usher training could be arranged for this. It was also mentioned that parishioner Dana Frentz does security assessments for businesses. She could be contacted for more ideas.

**6. Vestry Nominating Committee Report:** Jeff Kager reported that the members of the committee are: Jeff Kager, LaQuinta Jernigan, Karen Smith, Brad Hershey, and Nancy Fierke. The committee is continuing to identify nominees. So far five people have agreed to be nominated. They are being asked to submit their bios, which will be published before the annual meeting on November 4.

**7. Annual Meeting Discussion:** The main item on the agenda is the election of new Vestry members. Other topics that could be presented are: Capital Campaign and Stewardship Updates; Facilities – Repairs and Improvements; Outreach Events – Lobster Fest, Rise Against Hunger, the upcoming Arts and Crafts Festival; Adult Formation offerings; and new outreach opportunities – Resilience Ministry and Wake County Sponsors. Karen Smith volunteered to make coffee. Rob Johnson and Rick Bradley volunteered to set it up in the Narthex before the meeting.

**8. Facilities:** Jeff Kager reported the following:

- a. The new ac unit for the sanctuary has been installed using a very big crane.
- b. A tree has fallen on the Curry House. Insurers and roofers have been contacted.
- c. The retention pond is scheduled for repair the first week of November.
- d. The Eagle Scout project to repair the walkway from the kitchen to the playground is complete.

**9. IT:** Jeff Kager reported that Heather Gates states that the contract with Strategic Solutions has been enacted and that the on-boarding process has begun. Two representatives from the company came to the church office and began set up. This includes installing their remote support "agent" software on each computer. Each computer will get a service tag to be referenced when submitting trouble tickets. Heather will be St. Paul's liaison with Strategic Solutions.

**10. Compensation Committee Report:** The Compensation Committee will present their report to George, Christine, and the Wardens. They will discuss compensation and benefits for the coming year.

**11. Endowment Report:** Bill Gautier gave a report on the status of the Endowment. It is currently down for the year, and he will have a full report at the November Vestry meeting. The Endowment Board is looking into companies to run the Endowment.

**12. Elephants:** Olivia Delahaye reported that Lee Harris, former Music Minister at St. Paul's, has had significant hurricane damage to her home in Laurinburg, SC. Olivia will get more details to see if perhaps a crew from St. Paul's could help with repairs.

**Decisions**

**1. Treasurer's Report:** Treasurer John Goehrke reported the Finance Committee reviews the Preschool budget. The Preschool is doing well and has a balanced budget for the year. John also reviewed the September 2018 financial report. Total income of \$67,418 was unfavorable to the budget by (\$4,800) for the month and unfavorable year to date by (\$32,410). Total expenses of \$89,070 were unfavorable to budget for the month by (\$1,428) and favorable year to date by \$8,451. Net income of (\$21,652) was unfavorable to the budget by (\$6,228) for the month and net income year to date of (\$41,870) was unfavorable by (\$23,958). Month end total cash was \$230,567. Of this amount, \$235,826 earmarked for restricted funds. This leaves (\$11,001) in operating cash. The Vestry Discretionary balance is \$22,001.

Mary Kintz made a motion to file the September 2018 Treasurer's Report. Rick Bradley seconded the motion, and it was passed by unanimous voice vote. The Treasurer's Report Summary and the Profit and Loss Budget Performance Summary as of the end of September 2018 are hereby incorporated as part of these minutes.

**2. Approval of Minutes:** Karen Smith made a motion to approve the minutes of September 17, 2018 as written. Bill Gautier 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 8:22 p.m. and closed with the Lord's Prayer,

Respectfully submitted,

Lanny Wase  
Clerk of the Vestry