

**St. Paul's Episcopal Church  
Cary, North Carolina  
Vestry Minutes  
December 17, 2020**

***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 via Zoom at 7:00 p.m. on Monday, December 17, 2020. The following members of the Vestry were present: Vicki Bradley, Kay Burgess, Tyrus Cohan, Sara Concini, Nicole Gatchalian, Andrea Johnson, Mary Kintz, Frank Laney, Christa Magee, Francine Pearce, and Allan Thunes. John Goehrke, Treasurer; and Lanny Wase, Clerk, were also present.

**Formation**

Mary Kintz opened the meeting with a prayer. Vicki Bradley volunteered to bring a prayer for the next meeting.

**Discussion**

**1. Vestry Election:** Mary Kintz reported that the Nominating Committee has prepared a slate of four candidates: Gerri Batchelor, Tom Fransen, Oliver Gatchalian, and Guy Vitaglione. All are confirmed communicants in good standing. Mary Kintz made a motion to accept the slate. Frank Laney seconded, and the motion was passed unanimously. There were no other nominations, and Frank Laney made a motion to close the nominations. Mary Kintz seconded, and the motion was passed unanimously. Mary Kintz made a motion to accept the slate of nominations by acclamation. Allan Thunes seconded, and the motion was passed unanimously.

**2. Staff Vacations:** George Adamik noted that staff is usually only allowed to carry over a certain number of unused vacation hours per year. Due to the demands and constraints of the pandemic, many of the staff have much more than the allotted carry over amount. In an effort to recognize and affirm staff efforts of the past year, George recommended making a one-time exception to this policy. Frank Laney made a motion to extend the deadline for using accumulated vacation hours until the end of September. Kay Burgess seconded. Following discussion, Frank amended his motion to extend the deadline until the end of 2021. Kay Burgess seconded the amended motion, and it was passed unanimously.

**3. Clergy Housing Allowance:** Frank Laney made a motion to pass the following Clergy Housing Allowance resolution. Vicki Bradley seconded, and the motion was passed unanimously.

Whereas the Rev. George Adamik is employed as a minister of the Gospel by St. Paul's Episcopal Church in Cary, NC, which does not provide a residence for him, the Vestry resolves that of the total compensation of \$157,915 to be paid to the Rev. George Adamik during 2021, that \$50,000 be designated a housing allowance within the meaning of that term as used in Section 107 of the Internal Revenue Code of 1986. Resolved, that the designation of \$50,000 as a housing allowance shall apply to calendar year 2021 and all future years unless otherwise provided.

Whereas the Rev. Javier Almendarez-Bautista is employed as a minister of the Gospel by St. Paul's Episcopal Church in Cary, NC, which does not provide a residence for him, the Vestry resolves that of the total compensation of \$77,000 to be paid to the Rev. Javier Almendarez-Bautista during 2021, that

\$23,400 be designated a housing allowance within the meaning of that term as used in Section 107 of the Internal Revenue Code of 1986. Resolved, that the designation of \$23,400 as a housing allowance shall apply to calendar year 2021 and all future years unless otherwise provided.

**4. Capital Project Update:** Mary Kintz reported that construction has begun. An area of the parking lot has been fenced off. The kitchen has been gutted and some of the interior walls removed. There have been a couple of unexpected additional costs, including higher pricing for the trusses and the hiring of a third-party engineering inspector. However, D.A. Everett has a contingency fund to cover some of these unexpected expenses. There was also discussion about how to cover construction expenses during the period while capital pledges are still being collected.

The Town of Cary has approved the construction of a new shed, which will be an Eagle Scout project. The work will be done in the spring.

**5. Stewardship:** Kay Burgess reported that 227 pledges have been received, for a total of \$826,894. Eleven new pledges have been received; 100 pledges have been increased; 21 pledges have been decreased; and 95 pledges are the same. To date, this represents a 6.4% increase over last year. Vestry members were encouraged to continue contacting people on their call lists.

**6. Endowment Committee:** Mary Kintz briefly reviewed the Endowment Board process for accepting, reviewing and recommending grant proposals. Mary then reported that the Board makes the following recommendations to the Vestry for distribution of the 2020 funds:

- **\$1,700 for Courtyard Lighting.** Installation of professional and attractive landscape lighting in the courtyard. This distribution would be made up of the entire Grounds Distribution of \$950 plus \$750 from the General Distribution. Julia Rudy will oversee the use of these funds.
- **\$750 for Climbing Structure.** Kids Club and Preschool both use an existing climbing structure that is old and potentially unsafe. Laura Gorman and Brooke Bowersox have researched an appropriate replacement. This distribution would come from the remaining \$750 of the General Distribution.
- **\$750 for Johnson Service Corp.** Four of our congregation's young people have served or are serving in a Service Corp affiliate. Specifically, this year JSC has recognized the need for mental health training for its participants so that they are able to recognize and respond appropriately to mental health issues pervasive in the communities they serve. This is a timely undertaking and the Endowment Board recommends supporting it with our entire Outreach Distribution.

Frank Laney made a motion to accept the Endowment Board recommendations (as listed above). Kay Burgess seconded, and the motion was passed unanimously.

**7. Vestry 2021 Retreat/Vestry Commissioning:** The following dates were set:

Vestry Retreat: Friday, January 22 (evening)

Vestry Retreat: Saturday, January 23 (daytime)

Vestry Commissioning: Sunday, January 24 (during worship service)

**8. Parish Meeting 2021:** The meeting was scheduled for Sunday, January 31 (following worship service).

**9. 2021 Draft Budget:** Treasurer John Goehrke presented a preliminary draft budget. It assumes we will not be back to in-person services until July 1. The budget will be finalized after stewardship concludes.

**10. Elephants:** George reported that the opportunity to give to Heifer International is now being offered during live stream Sunday services. In the past, St. Paul's has contributed approximately \$5,000 per year to Heifer. So far, in the few weeks since the giving opportunity has been offered, \$4,229 has been donated. George also noted that he will highlight the opportunity for special Christmas giving in his letter and at services. There will be a special "Christmas Offering" button on the website. There will also be a link during the Christmas Eve live stream. In the past, approximately \$7,500 has been collected as loose plate in Christmas services. St. Paul's Cares is offering Christmas ornaments to people attending

services. St. Nicholas will be a surprise guest during the live stream on December 20. He will thank people for their very generous gifts this year. Natalie Sroka will encourage parents and children to tune in this Sunday.

**Decisions**

**1. Treasurer's Report:** Treasurer John Goehrke reviewed the November financial report. Total income of \$66,482 was unfavorable to budget for the month by (\$6,393) and favorable year to date by \$201,172. Total expenses of \$79,634 were favorable to budget for the month by \$9,759 and favorable year to date by \$98,172. Net income of (\$13,152) was favorable to budget by \$3,366 for the month and net income year to date of \$267,505 was favorable by \$299,344. Month end total cash was \$1,616,974. Of this amount, \$1,198,682 is earmarked for restricted funds. There was \$355,925 in operating cash.

Nicole Gatchalian made a motion to file the November 2020 Treasurer's Report. Allan Thunes seconded the motion, and it was passed unanimously. The November 2020 Treasurer's Report, Balance Sheet Summary, and Profit and Loss Summary are hereby incorporated as part of these minutes.

**2. Review of Minutes:** Mary Kintz made a motion to approve the minutes of November 16, 2020, as written. Nicole Gatchalian seconded, and the motion was passed unanimously.

**3. Action Register Review:** The November register was reviewed.

**Adjournment**

Nicole Gatchalian made a motion to adjourn the meeting. Frank Laney seconded, and the meeting closed at 8:50 p.m. with the Lord's Prayer.

Respectfully submitted,

Lanny Wase  
Clerk of the Vestry