

**St. Paul's Episcopal Church
Cary, North Carolina
Vestry Minutes
February 15, 2021**

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 7:05 p.m. on Monday, February 15, 2021. The following members of the Vestry were present: Gerri Batchelor, Vicki Bradley, Kay Burgess, Tom Fransen, Oliver Gatchalian, Frank Laney, Christa Magee, Francine Pearce, Allan Thunes, and Guy Vitaglione. Sara Concini and Tyrus Cohan were absent. John Goehrke, Treasurer; and Lanny Wase, Clerk, were also present.

Formation

Vicki Bradley opened the meeting with a prayer.

Information

Discussion

1. Parochial Report Approval: Every congregation is required by canon to complete an annual statistical report called the Parochial Report. Information is requested about services, membership, attendance, involvement, financials and more. The 2020 report also includes a narrative section asking for reflections on the challenges and opportunities encountered during the pandemic. The Parochial Report requires Vestry approval and is signed by the Rector, Treasurer and Clerk. Kay Burgess made a motion to accept the 2020 Parochial Report as prepared. Guy Vitaglione seconded, and the motion was passed by unanimous voice vote.

2. Goals Review: The 2021 Vestry Goals are:

- 1) Invite/Welcome/Connect
- 2) St. Paul's Cares
- 3) Capital Project
- 4) Communications

The Communications Goal was added to ensure we have the people and resources necessary to communicate effectively now and in the future. Nicole Baxley, the Communications Consultant, has finished compiling the results of the recent parish survey. There will be a meeting soon to hear her report and recommendations.

3. Liaisons: Using preferences sent in by Vestry members, George Adamik, Frank Laney, and Kay Burgess made the 2021 liaison assignments. Two Vestry members are assigned to each of the seven major ministry categories. It will be up to each team to decide who will cover the various groups within the category. The role of the liaison is to be a link between the ministry and the Vestry, sharing information both ways as needed.

4. Construction Update: Frank Laney reported that construction is proceeding, although there have been some recent rain delays. There have been a few cost overruns, including the cost of replacing dirt alongside the Parish Hall. There will be a meeting this week with the bank about refinancing with a loan

on the church property for \$1,700,000 at a rate of 3.1%. As Capital Campaign funds are received, the loan can be paid down without penalty, which will reduce monthly mortgage payments.

5. Courtyard: George Adamik reported that there are plans for some new landscaping and repair of current landscaping after completion of construction. Julia Rudy and Kay Burgess are spearheading this effort. They have applied for funds from Endowment disbursements.

6. 2020 Budget: Treasurer John Goehrke presented a proposed 2021 Budget, noting that this is an extraordinary time with extraordinary expenses and extraordinary revenue reductions, mostly due to the pandemic. The proposed budget assumes the parish invests \$66,500 of operating cash into the 2021 budget. This amount equates to the projected lost revenues and increased expenses in 2021 due to COVID. John noted that last year the parish generated approximately \$266,000 of cash and he proposed that we invest \$66,500 of this back into the parish to maintain our positive momentum. The proposed budget funds all ministry asking and moves forward with all of the new hires that have been requested. The Facilities Manager has been pushed out by three months to start October 1, and the Associate Priest has been pushed out by one month to start June 1. The proposed budget still contains a 3% increase for clergy and staff. Frank Laney made a motion to approve the proposed budget with a total revenue of \$1,059,759 and total expenses of \$1,126,259. Kay Burgess seconded, and the motion was passed unanimously.

7. Elephants: The construction on the Education Building is currently scheduled to be completed at the end of March. After discussion with Preschool Director Brooke Bowersox, it was decided that the Preschool will not move into the Education Building for the short amount of time left in the school year. The teachers will be able to set up their new classrooms over the summer to be ready for fall.

There was a brief discussion about how to introduce people to the new building once it is completed. Photos and virtual tours could be offered if in-person gatherings are not available yet. This topic will be discussed further at the March meeting.

Decisions

1. Treasurer's Report: Treasurer John Goehrke reported that January was a strong financial start for the year. Total income was \$205,011. Total expenses were \$83,347. Net income was \$121,664. Month end total cash was \$1,556,336. Of this amount, \$1,028,904 is earmarked for restricted funds. There was \$476,928 in operating cash. Gerri Batchelor made a motion to file the January 2021 Treasurer's Report. Vicki Bradley seconded the motion, and it was passed unanimously. The January 2021 Treasurer's Report, Balance Sheet Summary, and Profit and Loss Summary are hereby incorporated as part of these minutes.

2. Review of Minutes: Frank Laney made a motion to accept the Vestry Retreat Minutes of January 22-23, 2021, as written. Vicki Bradley seconded, and the motion was passed unanimously.

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

Adjournment

Allan Thunes made a motion to adjourn the meeting. Gerri Batchelor seconded, and the meeting closed at 8:10 p.m. with the Lord's Prayer.

Respectfully submitted,

Lanny Wase
Clerk of the Vestry