

**St. Paul's Episcopal Church  
Cary, North Carolina  
Vestry Minutes  
March 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, March 15, 2021. The following members of the Vestry were present: Gerri Batchelor, Vicki Bradley, Kay Burgess, Tyrus Cohan, Sara Concini, Tom Fransen, Oliver Gatchalian, Frank Laney, Allan Thunes, and Guy Vitaglione. Christa Magee and Francine Pearce were absent. Lanny Wase, Clerk, was also present.

**Formation**

Allan Thunes opened the meeting with a prayer. Oliver Gatchalian volunteered to bring a prayer for the next meeting.

**Information**

**1. Ad Hoc Grounds Committee Update:** Kay Burgess reported that a group has been formed to work on landscaping following completion of construction. Julia Rudy has agreed to chair this ad hoc committee which includes Heather Gates, Jeff Kager, Mary Kintz, Joyce Loughlin, and Rick Bradley.

**2. Ad Hoc Interior Committee Update:** Frank Laney reported that he and Nancy O'Dowd of the Furnishing, Fixtures, and Finishes Committee have done a walk-through of the new construction. The Preschool will handle most of their area, including classrooms. The Preschool office will have built-in desks but will need chairs. The walls of the Parish Hall will be repainted gray and the acoustic panels will be recovered with complementing fabric. The new lobby off the Parish Hall will need furniture to create inviting conversation areas.

Frank also gave a brief construction update. The exterior walls for the addition have been erected and the concrete pad poured. They are currently waiting for the wooden trusses. Painting has been completed in most of the classrooms, except the one where a wall needs to be removed. Work has been done on the walk through to the main building, including installation of the roof. A new sewer line from the kitchen through the grounds of the Curry Center will need to be installed and then inspected by the Town of Cary. Construction is expected to be completed by the first week of May.

**Discussion**

**1. Covid-19 Stage 2 Protocols:** The diocese has moved to Stage 2, which allows in person worship gatherings of up to 25 people. This will begin on Palm Sunday, March 28. All Holy Week services and Easter Sunday will also be available for in person attendance. Attendees will need to sign up in advance and a Sign Up Genius has been created. Since the 25 number also includes clergy, lector, ushers, and video staff, only 16 slots will be open for general sign up. Covid questions are included in the Sign Up Genius and an usher will confirm these answers as people enter. People will not need to gather in the Narthex to sign in. Ushers will need to be recruited and trained for these new procedures. George, Javier and Candy plan to be present at all these initial services. The Vestry will be invited to sign up for the Palm Sunday service. Going forward, it is anticipated that Sunday services will continue to be open to in person

attendance as long as Covid cases remain low or decline. Services will also continue to be live streamed. Communion will be distributed following set protocols – wafers only, no wine.

Stage 2 also allows for taking communion to homebound parishioners. Protocols for this have been developed and Margie Best is putting together a list of Visiting Eucharistic Ministers who might be interested. George has been asked about providing services at long term facilities. He's looking into details and no decisions have been made.

**2. Endowment Committee:** Kay Burgess reported that the Endowment Board has calculated the amount of money to be disbursed this year. They recommend the following distributions:

Grounds: \$1,000  
Outreach: \$750  
General: \$10,750

Kay Burgess made a motion to accept the Endowment Board proposal. Frank Laney seconded, and the motion was passed unanimously.

**3. Liaisons:** George Adamik checked in with Vestry members about their liaison ministries. Vicki Bradley reported that she has contacted all hers and that they are doing well and are busy and engaged. Gerri Batchelor noted that the Altar Guild is doing incredible behind the scenes work. Tom Fransen reported that the Archives Committee needs new leadership. A long term Records Management Policy would also be helpful. The diocese and the national church offer guidelines for this.

**4. Elephants:** Vicki Bradley reported that the Invite Welcome Connect group and the Ministry Leader Resource Committee are planning a virtual mini fair on Sunday, May 23, at 10:15 am. It will be a Zoom event with a video of approximately eight featured ministries explaining who they are and what they do. This will be followed by each ministry hosting a separate chat room to interact with parishioners and visitors who want to know more.

### **Decisions**

**1. Treasurer's Report:** Kay Burgess reviewed the February 2021 Financial Report. Total income was \$53,717. Total expenses were \$106,246. Net income was (\$52,529). Month end total cash was \$2,185,566. Of this amount, \$1,201,403 is earmarked for restricted funds. There was \$270,899 in operating cash. Kay also noted that the mortgage had been refinanced. Proceeds from the land sale to the Town of Cary have been put into a restricted account. Kay Burgess made a motion to file the February 2021 Treasurer's Report. Sara Concini seconded the motion, and it was passed unanimously. The February 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 minutes of February 15, 2021, as written. Gerri Batchelor seconded, and the motion was passed unanimously.

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

### **Adjournment**

The meeting closed at 8:10 p.m. with the Lord's Prayer.

Respectfully submitted,

Lanny Wase  
Clerk of the Vestry