

**St. Paul's Episcopal Church
Cary, North Carolina
Vestry Minutes
June 21, 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 7:00 p.m. on Monday, June 21, 2021. The following members of the Vestry were present: Gerri Batchelor, Vicki Bradley, Kay Burgess, Tyrus Cohan, Tom Fransen, Oliver Gatchalian, Frank Laney, Allan Thunes and Guy Vitaglione. Sara Concini, Christa Magee, and Francine Pearce were absent. John Goehrke, Treasurer; and Lanny Wase, Clerk, were present.

Formation

Lanny Wase shared an opening prayer and Frank Laney volunteered to bring a prayer for the next meeting.

Information

1. Xena Gray: Outreach Media Summer Intern: George Adamik reported that interviews for the position were conducted by himself, Javier Almendárez-Bautista and Brandon Jernigan. Xena Gray has been hired as the summer intern to work with the Outreach Support Team. She will assist in developing short videos, website and social media content to highlight various St. Paul's outreach ministries. She will be supervised by both George and Javier.

Decisions

1. Stage 3 Protocols: The current Stage 3 protocols are posted on the website and were covered in George's Weekly Update. **Since there is no singing at the 7:30 service, masks are recommended, not required, for all vaccinated persons and required for those who are non-vaccinated.** There is no capacity limit and attendees may pre-register online or sign in at arrival. At the 10:00 service, masks are required for everyone during the entire service since singing is allowed. There is no capacity limit and attendees may pre-register online or sign in at arrival. The side wings of the church will be available for social distancing. The 10:00 service will continue to be live streamed. Scheduling small group gatherings remains difficult due to limited room options.

2. Renovation Update: Construction in the building itself is wrapping up. However the new sewer line, which extends through the Curry Center property, still needs to be completed and inspected. It is hoped to get a Stocking Certificate so that items can begin to be moved back into the building even while the sewer line is under construction. Move-in coordination committees will oversee restocking the kitchen and classrooms. The playground will be restored and new landscaping will complete the project.

3. Capital Fund Update: In the initial Capital Campaign, \$1.8 Million was raised for renovations and additions to the parish hall and education building **and \$300,000 set aside for maintenance.** The maintenance account was fully funded, but construction, with the usual changes and unexpected events, is projected to have a \$250,000 shortfall. As of June 8, \$106,509 has been pledged to cover this amount. This includes five gifts of \$10,000 or more. Pledges are still being accepted, either online or by placing them in the offering plate on Sunday.

4. Stewardship: The Episcopal Network for Stewardship (TENS) provides resources for pledge campaigns, including prepackaged stewardship programs with possible themes, artwork, pledge forms, sample letters and timelines. St. Paul's is now a member of TENS, which gives us access to all these resources. George is looking to recruit a few people to work on our upcoming stewardship campaign and asked the Vestry to think about possible volunteers.

5. Welcoming Alice: August 15: Alice Graham Grant, the new Associate Rector for Children and Youth Formation, was ordained as a transitional deacon on June 5 and is completing a one-year lay curacy at Church of the Advocate in Chapel Hill. George plans to introduce Alice at both the 7:30 and 10:00 services on August 15. He would like some Vestry members to be present **at both services** to welcome her.

6. September Celebration: George Adamik noted that it would be very good to have a special event in the fall to celebrate regathering and our newly expanded facility. Sunday, September 12, was suggested as a possible date. He asked Vestry members to let him know if they would like to help plan this event.

7. Convention Delegates: The 206th Annual Diocesan Convention will be held at the Benton Convention Center in Winston-Salem on November 19-20, 2021. The following delegates, elected to serve through 2022, have agreed to attend: Kay Burgess, Frank Laney and Allan Thunes. One other delegate and two or three alternates need to be chosen. The deadline is August 2. Tom Fransen volunteered to be an alternate.

8. Facilities Manager: George Adamik reported that he is still actively looking to hire a Facilities Manager. The job description and the title may need to be reviewed. It was also suggested to look into Indeed or another recruiting service. The Invite Welcome Connect Coordinator is budgeted beginning in July and George may begin looking soon to fill that position.

9. Elephants: Frank Laney reported that he has updated the St. Paul's Vestry Procedures. The introductory paragraph now lists the dates of all revisions. Frank made a motion to accept the updated Vestry Procedures with the added revision dates. Vicki Bradley seconded and the motion was passed unanimously.

Decisions

1. Treasurer's Report: Treasurer John Goehrke reviewed the May financial report. Total income of \$58,376 was unfavorable to budget for the month by (\$7,490) and favorable year to date by \$7,227. Total expenses of \$79,679 were favorable to budget for the month by \$10,449 and favorable year to date by \$18,806. Net income of (\$21,351) was favorable to budget by \$2,959 for the month and net income year to date of \$65,849 was favorable by \$26,033. Month end total cash was \$1,601,593. Of this amount, \$621,015 is earmarked for restricted funds. There was \$267,613 in operating cash. The balance in the Capital Campaign Fund was \$176,223 (\$150,714 in Maintenance Reserves, \$25,509 in Capital Projects). Gerri Batchelor made a motion to file the May 2021 Treasurer's Report. Frank Laney seconded the motion and it was passed unanimously. The May 2021 Treasurer's Report, Balance Sheet Summary, and Profit and Loss Summary are hereby incorporated as part of these minutes.

2. Review of Minutes: Allan Thunes made a motion to accept the minutes of May 17, 2021, as written. Frank Laney seconded and the motion was passed unanimously.

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

Adjournment

Vicki Bradley made a motion to adjourn the meeting. Guy Vitaglione seconded. The motion was passed unanimously and the meeting closed at 8:20 p.m. with the Lord's Prayer.

Respectfully submitted,
Lanny Wase, Clerk of the Vestry