

St. Paul's Episcopal Church
Regular Meeting of the Vestry
Monday, June 8, 2020 – 5:15 pm
Via Zoom
Minutes

Present: Keith Calder, Senior Warden; Sally Pope, Junior Warden; the Rev. Raymond Hanna, Interim Rector;, Assistant Rector; Tom Gerow, Ruth Gates, Angela Green, Steve Haughey, Joan Rosko-Miller, Teresa Singer, Rhonda Stroud, Meagan Thomas, Jan Vick, and Judy Wilson, Treasurer; Merry Ann Wright, Clerk.

Absent: Joe Farri

Excused: The Rev. Adam Pierce

The Vestry assembled on ZOOM at 5:36 pm with reflection by The Rev. Raymond Hanna, Interim Rector, followed by the call to order by Keith Calder, Senior Warden at 5:40 pm.

The Rev. Ray Hanna briefed the Vestry on staffing. Fr. Hanna has assessed the Parish Administrator position and will call a meeting of the Personnel Committee to discuss his findings.

The Senior Warden called for the adoption of the Consent Agenda including the following reports sent by ministry leaders:

- Minutes of the three virtual Vestry Meetings in May 2020, including May 11, 14, 18, 2020.
- Interim Rector's Report
- Assistant Rector's Report
- Senior Warden's Report
- Junior Warden's Report
- Minutes, Finance Committee for May, 2020
- The 2019 Audit Report

REPORTS

Ormond Center Report

Jan Vick

- Tenants are doing fine; June grant has been paid. No people are being brought in for any events. The public health interns are working on the computers in the Seeds of Healing office space. Agencies enter to check their mail and some staff enter to check on computers and email. Visits are by staff or interns only.

Stewardship Report

Tom Gerow

- Changes are being made to the giving options on the St. Paul's website
- Items from the Guide for Stewardship are being narrowed down to 10 (see report following the minutes).
- There were 22 who did not pledge this year but pledged last year. This is not a good time to reach out to them for a gift. Membership committee will reach out to them.

Pastoral Care Report

Joan Rosko Miller

- Telephone calls were made to ascertain Book of Common Prayer needs. All but two are delivered.
- Many expressed gratitude for the Vestry calls.
- Meal Train was established for a parishioner with ill family member.

Communications Report

Sr. Warden; Jr. Warden

- Julie Martin has put together a communication network list.
- The glitch in the June 7 service has been corrected and a new recording of it is on the website.

Community Ministries

- A Food Drive will take place on June 24-28 in the church parking lot.

Unfinished and Ongoing Business

- Review of current Building Use Policy was postponed and will be addressed at a future meeting.
 - 500 masks are on order for use when the church reopens for services.

- Hand sanitizing stations will be available for the same purpose.
- Stewardship update – The Organizational Chart is in the report of the Finance Committee that follows the minutes.
- The Senior Warden reported that there should be a meeting with Fr. Jim Hanisian regarding implementation of Strategic Plan. He has tried to reach Fr. Hanisian to have him come in for a discussion of the strategic plan and how to implement it. Would sharing it with the congregation scare people off? The numbers are only projections. The parish knows about it and the Vestry should work with Fr. Hanisian to involve the Vestry on strategies to implement it and to gain input and a sense of the logistics involved.

New Business:

- Fr. Hanna indicated that a September Gathering is planned, conditional on the opening of activities. Since we missed the Annual Rogation Day Picnic in May, this would offer the opportunity for fellowship, games and the beginning of Christian Education. Possible dates are September 13 or 14. Food might have to be catered. It would be a kick off for being reunited again and something to look forward to. Teresa Singer and Ruth Gates will coordinate this event which will be announced to the parish in mid-summer.
- Update from the “Stream Team” (A/V Technology) Senior Warden
The microphone caused a problem for the June 7 virtual service so a new microphone will be purchased
- The Charge from the Diocese to the Search Committee was discussed without a document from which to refer. This was produced after the meeting and is attached. Comments from the Vestry are needed. The Search Committee has had a ‘meet and greet’ meeting but the Vestry needs to provide the charge to the committee.

Treasurer’s Report

Judy Wilson

- See the report at the end of the report section. 45% of pledge total have been received as of the end of May. A reminder notice will be sent with the second quarter statement(s) at the end of June.
MOTION: It was moved, seconded (Haughey/Gerow) and adopted to accept the Finance Report for May, 2020 and to file it for audit
- The discussion of contractor forms was removed from the agenda.

A Glimpse at the Future:

Senior Warden

- It was agreed that vestry meetings will continue to occur on the second Monday of the month at 5:30 pm.
- The Senior Warden will schedule the meeting with Fr. Hanisian regarding the implementation of the Strategic Plan.
- The proposed charge to the search committee (which is in the initial packet given to the Vestry several months ago) will be sent to the Vestry by Tuesday, June 9,
- **There will be a special called meeting of the Vestry on Monday, June 15 at 5:30 pm for the purpose of finalizing the charge to the search committee.**
- The Assistant Rector would like to have virtual coffee hours after the morning services. Teresa Singer and Ruth Gates volunteered to set these up.
- The list of Parishioners that either need a training manual for electronic communications or can only use snail mail should be created. While the vestry members who made calls to parishioners were not charged to ask this question specifically, most of this can be inferred if the individuals on the parish list do not have email, they would be inclined not to be connected.

The meeting adjourned with prayer at 6:38 pm offered by Meaghan Thomas



ASSISTANT RECTOR'S REPORT

- **Pastoral:** At this time pastoral care except in the case of emergencies has taken place through phone conversations. Pre-marital counseling sessions have come to end as we get ready for the wedding August
- A time of Lament on Sunday June 7th Formation: On Sunday May 24th we concluded the Resurrection and Reconciliation discussion centered on the work of racial healing. I am organizing a group to participate in the Episcopal Church's Sacred Ground dialogue series beginning mid-June.
- Beginning on June 7th Adult formation will undertake a 3 week series on the prayer book.
- Community Engagement On Saturday May 30th I attended a demonstration at the 1898 Memorial to protest the death of George Floyd. The event was organized by Black Lives Matter and the local NAACP chapter. On Wednesday June 3rd I participated in the Peace March organized by the Wilmington PD. I was invited to participate in a prayer service organized by St. Stephen's AME Organizing a Food Drive for Nourish NC with several other Episcopal churches in town.
- Upcoming Dates:
 - Food Drive For Nourish NC June 24-28th at St. Paul's August 1st
 - Cardwell Wedding at St. Paul's



JUNIOR WARDEN'S REPORT

The zoom meetings with the Bishop and Wardens on Tuesdays at 6:30 continue to be a wonderful way to get to know counterparts across the diocese. There is a sharing of different ideas dealing with common problems. Some shared information about their churches making masks for sale, others shared how they had church outside, some decided to have the service earlier as the summer warms up, and some questioned the church's liability. Bishop Skirving videos a weekly meditation. This week it was a short monologue on Pentecost and "the spirit of truth and how it can change fear into faith." I think the plan we had to have two limited inside services for May 31st was a good one. While we were not able to implement them, the steps we were planning will make it easier as we work towards the day we can have our inside service. It was another chance for me to meet more church members. When there is so much violence in the news it is difficult to keep a positive perspective but I think that is one of our tasks as Christians. This is a quote from a devotion sent to me from a friend: "Remember you may be the only face of Christ someone sees today."



AUDIT REPORT

The Contract Audit Report is on file in the Finance Office and was adopted under the Consent Agenda.



STEWARDSHIP REPORT

Stewardship Meeting was held on June 2020. Present were Adam Pierce, Anne O'Dell, Bob Crafts, Jack McElroy, Judy Wilson, Keith Calder, Ray Hanna, Spencer Weig, and Tom Gerow. Ray Hanna opened with a short statement concerning Stewardship as a ministry mission not budget filler.

Anne O'Dell offered to act as note taker and communicator. An action item is to complete a mission statement and action items for the committee; Bob Crafts, Adam Pierce, Judy Wilson, and Tom Gerow. A new stewardship meeting date is set for the third Thursday of each month at 2 PM.

The ten areas of “Horizons Stewardship ‘Giving 365” that we will focus on were determined by vote. They are: Making giving easy; share the vision often; think abundance not scarcity; Say Thank you; provide lots of giving options; Ask; Capture people’s attention in worship; begin with gratitude; Tell stories; and tied for tenth were make teaching generosity a priority and have a capital campaign. Establish your generosity language, and Promote giving through wills and IRA’s.

We discussed the issues with having a stewardship campaign and a capital campaign. Ongoing stewardship training with Spencer Weig, Judy Wilson, and Tom Gerow reading a book each. *Bounty* – 10 ways to increase giving at your church, *Generosity Rising – Leading a Stewardship Revolution* (see attachment) *Not Your Parents’ Offering Plate* – Why churches fail to capture the imagination of potential givers and reporting back to the stewardship team. Anne O’Dell submitted the changes to the Giving section of spechurch.com and will polish the changes and she and Bob Crafts will add the changes to the web site. Judy Wilson talked about the \$12,000 shortfall in pledges and gifts. There are 22 people that have not given this year. We decided with the church not having in church worship it would not be appropriate to just ask them for financial support. We will perhaps try to get their names to the membership team and to just touch base with them to let them know what is going on in the church community.



CHRISTIAN FORMATION REPORT

Children of the Good Shepherd - In mid-May, Laurie decided to cancel her Sunday school class for the foreseeable future. She is hoping that everyone will be able to be together in the fall. After consulting with Anne O’Dell, she decided that it would be better for the children’s spirituality for them to have less screen time and more play time. She is considering reaching out to the kids this summer with virtual murder mystery ideas or game zoom sessions or opportunities to share highs and lows and prayer requests.

Adult Christian Formation - Adult Christian Formation continues at St. Paul’s. on Sunday mornings. Cleve Callison just wrapped up his study on the Genesis of the Old Testament last Sunday and Adam concluded his study on race and reconciliation on May 24th. The committee decided to put off the beginning of the 3-week study of the Book of Common Prayer which was scheduled to start June 7th until June 14th because of the events following the death of George Floyd. The committee felt that the congregation needed space to mourn and process everything that has happened recently. A time of Lament and Prayer will be held on June 7th during the Sunday School hour so that members of the congregation can come together in their sorrow and pain and put their trust in God to save us. A Lament is the spiritual practice of naming our grief and looking to God for help.

In addition to Sunday School, the Adult Christian Formation committee offered 2 sessions in May on Life Planning which included wills, powers of attorney and financial planning.

Virtual Movie and Pizza Nights are planned for this summer. The committee moved ahead with plans to purchase prayer books for anyone in the congregation that needed one. People were asked during the second wave of the vestry welfare check calls if a prayer book was wanted and, if so, a standard or large print copy. In all, 13 books were requested and then ordered through Church Publishing (along with a few extra copies of each just in case). They are in the process of being delivered this week by Merry Ann Wright, Royster Hedgepeth and Ruth Gates. Thanks to everyone for their help with this. My own deliveries have helped me to get to know people in the parish better.



BUILDINGS AND GROUNDS REPORT

FEMA -A ZOOM Meeting was held on Friday May 15 with State Manager to discuss process for submitting request to re-purpose FEMA funds received for Project #4. Stature Engineering has also been contacted to assist in developing specs for proposed drain tile system and will begin writing the justification document in the coming weeks.

CHURCH, PARISH HALL & ORMOND CENTER -No repair work or other activity to report during the month due to the shutdown. -SILKWOOD has been advised they will not be able to return to work on the North windows of the Parish House until after the end of June.

- Work has begun to gather projects for the 2021 Operating and Capital Budgets. A Gentlemen of Noble Poverty (GNP) Donation list will also be submitted to the Stewardship Committee as part of the 2021 Campaign (repeat from 2017).
- SECURITY -WPD responded to a motion detector alarm in the East NAVE area on Saturday night May 16. Nothing found. SENTINEL contacted Monday May 18 to investigate.
- Building and Grounds committee met Friday May 8 via ZOOM. Minutes have been published.



ST. PAUL'S FINANCE COMMITTEE

2020 COMMITTEE: Wayne Wrzosek, Rectors, Wardens, Bob Crafts, Dick Rowe, Laura Padgett, Spencer Weig, Steve Haughey, Tom Gerow, Judy Wilson

ST. PAUL'S FINANCE COMMITTEE 2020 ORGANIZATION

Wayne Wrzosek, Rectors, Wardens, Bob, Dick Rowe, Laura Padgett, Spencer Weig, Steve Haughey, Tom Gerow, Judy

CAPITAL CAMPAIGN	GRANTS	PLANNED GIVING/ENDOWMENT	STEWARDSHIP/ANNUAL GIVING
Bill Anlyan ? Cleve Callison ? Merry Ann Wright Ray Hanna Judy Wilson	Jan Vick (Vestry) Julie Martin Merry Ann Wright Ray Hanna Judy Wilson	Merry Ann Wright (Facilitator) Cleve Callison Laura Padgett Royster Hedgepeth Ray Hanna Judy Wilson	Spencer Weig (Chair) Anne O'Dell Jack McElroy Keith Calder Tom Gerow (Vestry) Adam Pierce Ray Hanna Judy Wilson

? Mark means they haven't been contacted yet.



TREASURER'S REPORT (MAY)

2020 OPERATING FUND (INCOME & EXPENSE)

	BUDGET	ACTUAL TO DATE	
INCOME	APPV'D 5/2020	5/31/2020	% of Budget
Pledge Payments	415,508	176,208.34	
Non-Pledge Gifts	64,156	28,174.00	
Christmas Offering	3,000	70.00	
Easter Offering	250	250.00	
Plate Offering	5,184	2,034.66	
2019 Pledge Payments/Reserve	13,196	13,196.32	
Agency Gifts	2,500	2,500.00	
TOTAL OFFERING	503,794	222,433.32	
General (Fees/Memorials/Rent/Other)	11,850	5,416.65	
Life Insurance Gift (final payment)	6,000	6,000.00	
Gifts/Grants (Organ/Technology/Asst. Rector)	12,850	5,230.00	
Ministries(Education/Community/Parish Life/etc)	5,750	1,583.48	
TOTAL INCOME BEFORE TRANSFERS	540,244	240,663.45	
Transfers from:			
Endowment - Asst Rector	22,000	5,000.00	
Endowment - Spire Repair	18,730	-	
Endowment -Men's Fellowship	6,336	6,336.57	
SBA - PPP Loan	32,000	-	
TOTAL TRANSFERS	79,066	11,336.57	
TOTAL ALL INCOME	619,310	252,000.02	40.7%
EXPENSE			
Salary & Benefits	390,921	144,377.26	
Business Operations	80,402	32,395.17	
Facilities	91,345	21,850.26	
Programs	45,094	10,865.48	
TOTAL EXPENSE BEFORE TRANSFERS	607,762	209,488.17	
Transfer to Reserve	7,048	7,048.75	
Transfer to Capital (Irrigation)	4,500	4,224.71	
TOTAL TRANSFERS	11,548	11,273.46	

TOTAL ALL EXPENSE	619,310	220,761.63	35.6%
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NET	-	31,238.39
Operating Fund as of 12/31/2019		7,048.75
Operating Fund as of 5/31/2020		38,287.14

Investment Account	839,265.22
Disbursement Account	191,337.39
Total Endowment Account 5/31/2020	1,030,602.61