

**St. Paul's Episcopal Church
Wilmington, NC
Vestry Meeting Minutes
March 11, 2024**

Present: The Rev. Caleb Lee (Rector), Bill Anlyan (Rector's Warden), Barbara Ellington Banks, Steve Bucci, Tori Cannon (Vestry Clerk), Ashley Eason, Carol Field, Steve Haughey, Anne O'Dell (People's Warden), Lisa Sanders-Park, Scott Sheble, Denise Sheehan, David Tousignant, Judy Wilson (Treasurer)

Absent: Phillip Weiss

Fr. Lee called the meeting to order at 6:07pm and opened the meeting with a Good Friday service prayer.

Approval of the February Meeting Minutes

Bill Anlyan made a motion to accept the February minutes, seconded by Denise Sheehan and the minutes were unanimously approved.

A motion was made by David Tousignant to approve the Executive Session minutes, seconded by Ashley Eason and unanimously approved.

Rector's Report

I report to you during the season of Lent as we continue our journey to the cross and resurrection. It is a holy time of introspection and offerings.

We have had a wonderful time on Wednesday nights with our Lenten Soup Supper Formation series. We have had a full schedule of Lenten offerings. Sunday mornings have been well attended and the classes have also been well attended. Holy Week is coming very soon. The services that week are a journey the church takes together and I encourage your participation and commitment in attending as you are able. I am particularly excited about the Stations of the Cross Art Exhibit.

The Bishop will be joining us on Sunday, May 5 in the afternoon for Confirmation service. This all came together when Ashley Eason reached out to tell me that Long Leaf Park was booked on that day. It happened to coincide when I was looking for a good time for the Bishop to come. So we will now be having a Rogation Eucharist on Sunday May 5 at 4:00 PM followed by a Parish Picnic at the church. Rogation Days are times in the church year when we ask for God's blessing on our communities and give thanks for the resources from God's creation. There will also be a plant swap. It will be a great time for the Bishop to be with us as we will likely have kicked off the public phase of our Capital Campaign by then. Perhaps he can speak to it a bit at the picnic. He is excited about being with us.

It is a busy time for your Rector, juggling the various services coming up with the ongoing work with the capital campaign. If you haven't noticed, we are in it. We are just in the silent phase. I wanted Bill Anlyan to speak for a bit on how we, as a vestry, can be helpful to this campaign.

Bill Anlyan, Rector's Warden, provided the following comments on the Capital Campaign:

- The Campaign has started quickly
- Read a passage from the book “Imagining Abundance”
- Accessibility is important, reorganizing our space to be more accommodating
- Examples were cited of visits to churches who have undergone similar projects
- Campaign is built on partnership, not naming rights

Pledges from individuals who are leaders at St. Paul’s are already rolling in. It is important to have your commitments in by the 18th of March. Our goal is to have 100% commitment and support from the Vestry, Endowment Board, and Finance Committee.

I also wanted to announce to you that Judy Wilson, in her plans to retire later this spring, has been onboarding Scott Sheble to become the next Treasurer of St. Paul’s. We are delighted with this choice and Scott has prayerfully considered and will accept this responsibility when the time comes. Judy and Scott have met many times to go over various items pertaining to this transition. Judy, Scott, would you like to comment? Of course, electing the Treasurer is ultimately up to the Vestry, but your leadership team has been hard at work preparing for a smooth transition in this critical leadership role.

Based on our discussion in Executive Session last month, efforts are being made to move that situation along.

People’s Warden Report—Anne O’Dell

Building and Grounds:

Spring cleaning of the church grounds is underway. Patt Sherer has corralled the GNP to assist her on several recent Thursday mornings, and she is hoping to organize a parish-wide workday on a Saturday in April possibly in conjunction with Earth Day.

On the building front, efforts are ongoing to compile and refine a list of 2024 project priorities for the church and parish hall. (For all work related to the Ormond Center, please refer to Steve Haughey’s report.) We are not lacking in projects that need attention; the key is to determine how to best use our time & resources while also considering the work that will be undertaken as part of the capital program.

The projects currently under consideration include the following:

1. Restore light to the steeple, remove old Agnus Dei conduit, and repair Agnus Dei Light. We currently have an estimate from CGC Historic Restorations (Francisco Castillo) for \$2600 for the steeple work. David Tousignant is in the process of determining the additional cost associated with the work that needs to be done on the Agnus Dei window.
2. There are several doors & door jambs within our campus that need attention: the two 16th Street parish hall doors, the market street doors, and the exterior chapel doors. A contractor was here last Thursday to review all of the doors in question with David Tousignant, Bob Belaustegui and Fr. Lee.
3. In addition to repairing the lighting in the chancel, which we hope will be completed by Easter, there are several other lighting projects that David is working to contract and schedule.

Grant Team

No updates at this time.

Treasurer’s Report–Judy Wilson

As of 3/11/2024:

Total income is \$154,089.42 which is 17.0% of the approved 1/15/24 budget.

Total expenses are \$113,194.59 which is 14.7% of the approved 1/15/24 budget.

This leaves a net income of \$20,894.83.

The Endowment Fund Total reflects \$973,890.62 and the balance of the Reserve Savings Account is \$702,046.77.

Lisa Sanders-Park made a motion to accept the 3/11/24 Operating Fund Treasurer's Report, seconded by Denise Sheehan.

Ormond Center–Steve Haughey

- Met with CANADY Exterminators on February 5 to review treatment plan for OC. We will need to have both external entrances to the crawl space repaired or replaced, and both large trees will need pruning/thinning of overhanging limbs. Follow-up meeting with CANADY on February 20 revealed no new rodent activity.
- One of the risers on the front steps to the OC has separated from the backing. AURORA Painting replaced it with the excess stock on February 8.
- Met with an arborist on Tuesday, February 13 to discuss trimming trees at the OC. This will help with our rodent issue. The quote will include the trees in the Church parking lot island. Quote was received on Feb. 22 for \$1800.* Quote will need to be updated as two additional Crepe Myrtle trees have been added.
- Coastline Plumbing inspected the back-flow preventer at the OC on February 7 and the unit failed inspection. Replacement part was ordered and installation was completed on Thursday February 22.
- IVEY Home Inspection will conduct a mold test in the OC on Wednesday March 6.

*Steve stated that this expense was originally in the 2020 budget prior to the pandemic.

ORMOND CENTER PROPOSED BUDGET

<u>REPAIR/REPLACE COSTS</u>	<u>BUDGET</u>	
Front Porch & Flood Lights	\$400.00	
Replace Crawlspace Doors (2)	\$400.00	
Tree Trimming (OC + Parking Lot)**	\$1,800.00	2 additional trees requested
Termite Inspection/Bond	\$1,140.00	
	\$3,740.00	
<u>IMPROVEMENT COSTS</u>		
Paint Interior Walls	\$5,000.00	
Finance Door & Re-Key All Locks	\$1,775.00	
Technology (Revised 1/18/2024)	\$14,057.21	
Mechanical Room New Lock System		

Mold Testing*		\$450.00	TBD
Lead Testing*		\$1,450.00	
Asbestos Testing*		\$1,200.00	
		\$23,932.21	
<u>OTHER COSTS</u>			
Furniture Move		\$1,219.00	
Copier Move		\$0.00	
Additional/New Furniture		\$2,000.00	
New Signage		\$350.00	
		\$3,569.00	
		\$31,241.21	Cost to move
<u>OPERATING COSTS TO CONSIDER</u>			
Landscaping			
Dishes, Cutlery, etc.			
Cleaning Service			
Food Budget			
REMEDICATION COSTS*			

Stewardship Report—Denise Sheehan

The Committee continues to receive new pledges for 2024, even as we begin to work on the 2025 stewardship campaign.

As of last week, the numbers are as follows: 143 households have pledged for a total of \$598,322. As Karen Day said “It’s not over yet”. The final results will be announced in April or May.

In this past Sunday’s bulletin, there was a stewardship update and reminder to those who haven’t pledged. A Ministry Highlight in April will ask people to join the Stewardship Committee before the April 18 meeting.

Membership/Human Resources—Lisa Sanders-Park

2024 Fellowship Dinners

In February, we announced the dinners at the 8am and 1030 am services, took registration online and at Sunday and Wednesday services. We have # interested in monthly groups and # in quarterly groups.

- Thank you to Carol Field who took sign-ups on Wednesday.
- Ruth Gates has committed to organizing the monthly groups which will begin March.
- Lisa will work to choose dates for the quarterly dinners which will be announced as soon as possible.

2024 Spring Newcomer's Social.

We will have a social on Wednesday, April 17 at 530-7pm in the Garden to welcome all newcomers since our event last May.

- Lisa will reach out to the committee to plan and host the event.
- Vestry members are encouraged to come and welcome the newcomers.

Committee Leadership

Father Lee and Lisa are working together to find an excellent chair to lead the committee (Barbara Bucci had vowed to co-chair if we could find her a partner but is just as happy to serve on the committee under someone else). We hope to have a committed leader by the newcomer's social in April.

Thanks to the good work of Karen Day, Don Bobo, and others, the important weekly work of welcoming newcomers to St. Paul's continues.

Building & Grounds—David Tousignant

David noted that painting the wrought iron railings throughout the church campus is currently the priority project.

Additional updates for B&G are included in the People's Warden report.

Capital Campaign—Fr. Lee

Updates were included in the Rector's Report.

New Business

- Fr. Lee introduced a possible new motto for a sign:
Traditional Worship, Inspiring Music, Genuine Warmth, & Joyful Service

The Vestry suggested an amendment:

Traditional Worship, Genuine Warmth, Inspiring Music, & Joyful Service

- Contracts with Campaign Consultant and Architect
Following the Feasibility study, we are now moving into Phase II where we would like to engage our Generis consultant, Jeff Hensley, to provide Campaign Counsel. This necessitates an addendum to pay the fees associated with these services. A motion to approve this addendum was made by Carol Field and seconded by Scott Sheble.
- Fr. Lee has added David Tousignant and Barbara Ellington Banks to the Long- Term Planning Committee.
This committee is working on (1) identifying where we have been, (2) assessing where we currently are and (3) creating a scope of work for the Vestry to approve. A design development takes 2-4 months so there is a need to get on Gray Hudson's calendar.

Old Business

- Fr. Lee will send out information to enable Vestry members to sign- in to the Safeguarding Training.

- Ashley Eason reports that the American Red Cross Blood Drive was very successful. Twenty people participated, nine of whom were first time donors. Two gallons of blood were donated.

A move to adjourn the meeting at 7:15pm was initiated by Bill Anlyan, seconded by Ashley Eason and unanimously approved.

In closing, Lisa Sanders-Park read from Romans 12 and played the song, "One Voice" by The Wailin' Jennys.

Respectfully submitted,
Tori Cannon
Vestry Clerk