

**St. Paul's Episcopal Church  
Wilmington, NC  
Vestry Meeting Minutes  
May 13, 2024**

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

**Absent:** All members are present

**Fr. Lee called the meeting to order at 6:03pm and opened the meeting with a reading from the Canterbury Book of Parish Prayer, in anticipation of Pentecost.**

**Approval of the April Meeting Minutes**

Bill Anlyan made a motion to accept the April minutes, seconded by Carol Field 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**

We continue moving forward with grace during a very busy time of the year. On top of regular busy-ness we are in the midst of the Capital Campaign. The Capital Campaign pledge numbers are increasing slowly but we anticipate a big jump this coming Sunday with the special ingathering.

We had a great visit from our Bishop on May 5. Five folks were confirmed or reaffirmed. I spent the end of last week at Kanuga for the Provincial Synod meeting ahead of General Convention. General Convention will take place in Louisville, Kentucky at the end of June and I will be attending as a deputy for the Diocese of East Carolina. Among the many responsibilities I will have is confirming who the House of Bishops elect as the next Presiding Bishop.

I will be taking some vacation from Sunday afternoon May 26 - Saturday, June 8.

Anne will be the sole Warden during that time as Bill will be out of the country. Our Associate Clergy will be available as well.

As we move forward into September, I am planning to take our children's ministry to the next level by adding Children's Church to the Sunday morning liturgy (i.e. leave at the gospel and come back at the peace). We are also planning on Brendan beginning the Children's Choir on a program year basis vs. just during Advent and Lent. The addition of a youth minister is coming at the right time but I will get to more of that later.

*The Rector then called for the Vestry to move into Executive Session.*

Bill Anlyan made a motion to move into Executive Session, seconded by Denise Sheehan and unanimous consent was given.

### **People's Warden Report—Anne O'Dell**

Thanks once again to the Parish Life Team for its ministry. It was a busy month for the team with additional duties, including:

- April 21: Light coffee reception in the sanctuary prior to The Capital Campaign Kick-Off Meeting
- April 27: Lunch for volunteers helping with Weed & Feed Gardens and Grounds Clean Up
- May 5: Confirmation Celebration/Parish Picnic/Plant Give Away

Thanks also to the gentlemen of the parish who this past weekend hosted the Mothers' Day reception following the 10:30 service.

### **Upcoming Events**

- Layne Dupree, our Wedding Coordinator, continues her efforts to increase interest in St. Paul's as a Wilmington wedding venue. The Wilson/Setzer wedding is this Saturday, May 18 at 3 pm in the sanctuary, with a rehearsal at 5 pm the night before. Beth Richards and other members of the Flower Guild will make all the floral arrangements for the church and the wedding party.
- On Tuesday, May 21, The Hoggard High School Orchestra will perform its final concert of the school year in the sanctuary followed by a small reception for graduating seniors in the parish hall. Jeffrey Hughes and the GNP will handle pre- and post-concert set up and take down needs.
- St. Paul's will be hosting a Yard Sale June 6th - 9th. The collection and pricing of items will take place in the Parish Hall from Monday, June 3rd - Wednesday, June 5th. Anyone wishing to donate items may deliver them to the church on those days. Volunteers are also needed throughout the week. For more information or if you or anyone you know would like to volunteer, please contact Patsy Perhala.
- St. Paul's Annual Night at the Ball Park is Thursday, June 13. The Wilmington Sharks will host the Florence Flamingos at Legion Stadium. Tickets are \$6, and do NOT include a picnic supper, as in years past. Food is available for purchase at the concession stand. For tickets, see Meaghan Thomas or contact her at [speckids@spechurch](mailto:speckids@spechurch).
- St. Paul's summer camp, Saints & Holy Helpers, will run from June 17-21 at the church. It is open to youth from 3 years old to rising 5<sup>th</sup> graders. The response has been pretty good, but there is still space available for the rising 2<sup>nd</sup>- rising 5<sup>th</sup> grade group. Contact Meaghan Thomas.

### **Building and Grounds:**

#### **Electrical work**

The effort to secure a contractor to repair the chancel lights has thus far been unsuccessful. David Tousignant contacted Watson Electric; they have visited the sanctuary and are preparing an estimate for consideration.

## **Doors**

There are no additional updates at this time. The door jamb for the exterior chapel doors is scheduled for repair; the timing has yet TBD. Plans for the replacement of the front doors on Market Street are also TBD.

## **Wrought Iron Fencing**

The decision was made to bid out the project to sand, prime and repaint the wrought iron fencing around the church grounds. Two contractors (Silkwood & Ken Earp) have been contacted and we are waiting for their responses. Depending on the cost, which is estimated to be @ \$10K, we anticipate including this project in the 2024 Lehto Grant application.

## **HVAC**

Southeastern HVAC completed repairs to the HVAC system at the end of April. The final bill was \$3384.85, approximately \$269 over the original estimate of \$3115.88. Additional items were discovered at the time of the repairs.

For the record:

- System #3 Compressor replaced.
- Recover, Evacuate, and Recharge Split System.
- System #2 Condenser- New Shielded Control Cables & New Fuses.

## **Grant Team**

### **Cape Fear Garden Club Grant**

Cecelia Peers is working on the grant application for the Cape Fear Garden Club and does not anticipate any barriers to completing the application by the June 15 deadline.

The summary of the proposal is as follows:

- Application to the CF Garden Club for \$2,159 worth of garden soil, manure, and pine straw to enhance and protect the gardens around St. Paul's.
- Volunteers will be utilized to pick up the items from Lowes and deliver them to St. Paul's the day before a planned workday, along with a group of 8-10 volunteers to dig, plant, rejuvenate the soil and lay pine straw.
- A corresponding grant to the WRAL Azalea Garden Celebration project will be submitted over the summer requesting 40 pink and purple azaleas which will be used for under-fill in the beds throughout the parking lot.
- If we receive the azaleas, the soil and pine straw additions will be purchased and utilized in mid-late October. If we do not receive the azaleas, the grant will be used in the spring as part of another "Weed and Feed" day.

## **Lehto Grant**

A letter is being drafted to confirm that last year's grant reward was used as described and that the work has been completed. It will be mailed next week. Preparations for next year's grant application are underway as we consider which projects to submit for funding in 2024.

*Please see Steve Haughey's reports for information related to the OC.*

### **Treasurer's Report—Scott Sheble**

As of 4/30/2024:

Total income is \$280,452.02 which is 30.9% of the approved 1/15/24 budget.

Total expenses are \$267,438.55 which is 29.5% of the approved 1/15/24 budget.

This leaves a net income of \$13,013.47.

The Endowment Fund total reflects \$963,650.10 and the balance of the Reserve Savings Account is \$692,580.10.

As of 5/10/24, the Capital Campaign balance is \$1,543,040 which is 44% of the goal.

Steve Haughey made a motion to accept the 5/13/24 Operating Fund Treasurer's Report, seconded by Ashley Eason.

Bill Anylan noted that having raised 44% of the goal at this point in the Capital Campaign is excellent. The committee is currently working on planned giving and will continue the fundraising effort but at a slower pace going forward.

### **Ormond Center—Steve Haughey**

- New keys for the doors at the OC have been made. These originals will be maintained by the Executive Assistant and copies will be made and issued as needed.
- Atlantic Shores Environmental Services conducted Lead Paint testing on Monday April 15 and Asbestos testing on Monday April 22. Estimated cost for both tests will be \$2,750. Final report expected in early May.
- SALT ROCK BUILDERS has been advised that the plan to remodel the interior of the OC has been cancelled. We will stay with the existing layout of the offices. SBR (Jimmie Spivey) has provided an estimate for painting the interior space.
- The 12 Step Group that meets in a special meeting on the first Sunday afternoon of the month has indicated they wish to continue with this day and time for the balance of 2024.

### **Membership/Human Resources—Lisa Sanders-Park**

**BIG NEWS! Committee Leadership** -- Rhonda Jones has agreed to chair the committee (with a TBD co-chair). It is an exciting time at SPEC with so many new people coming, joining, and transferring. In the next month or so, we will:

- Create a clean, thorough list of what the committee and the chair do
- Clarify who is on the committee (If you know of people interested in joining refer them to Lisa Sanders-Park).
- Identify a co-chair.
- Orient Rhonda and the co-chair.
- Gather the committee to get reacquainted and oriented.
- Carry on!

### **Prospects & Transfers**

St. Paul's continues to grow! According to the report so diligently maintained by Karen Day, we had 12 'prospects' in April 2024. Karen sent welcome packets to all for whom we have mailing addresses.

The Gaylord family and the Jonkis are transferring in.

### **2024 Spring Newcomer's Social**

The social was a success. We had more than 15 newcomers and a great showing from the clergy and vestry. Thanks to all who helped plan, shop, serve, set/clean up, and to Karen Day who covered the cost of the food.

Due to the pace of newcomers and the rapidity with which they get involved, it may be time to do Spring and Fall Newcomers' Socials.

### **Quarterly Fellowship Dinners 2024 -- April 28 + July 28 + October 13**

The first event on 4/28 was a success. Of the 60+ people who expressed interest in Q Dinners, 28 were available on 4/28. They dined and fellowshiped at the homes of Ashely Eason, Brian & Lisa Sanders-Park, and Karen Day.

Our next event is 7/28. We will reach out in early July to see who is available, identify hosts, and create the groups.

### **Monthly Dinner Groups (April 2024 - March 2025)**

These have begun for the year and will run until March of 2025.

*Continuing thanks to Karen Day, Don Bobo, and others for maintaining the important, weekly work of welcoming newcomers to St. Paul's.*

### **Building & Grounds—David Tousignant**

The struggle continues with trying to find a person to repair the chancel.

All other updates were included in the People's Warden report.

### **Capital Campaign—Fr. Lee**

Updates were included in the Rector's Report.

### **New Business**

- The Vestry requests a transfer of \$23,000 from 3 Restricted Accounts to the Operating Budget:

Hazel Savage Music Fund	\$ 6,000
Lehto Organ Maintenance Fund	\$12,000
Lehto Scholarship Fund	\$ 5,000

Bill Anlyan made a motion for the transfer, seconded by Carol Field and was unanimously approved.

- The Vestry requests a transfer of \$15,000 from the Endowment Unrestricted account to support a new position in 2024 that will support Youth & Parish Life ministries at St. Paul's. Combined with \$14,547 from the Operating Fund, the salary and benefits for this position in the current year will be \$29,547.

Ashley Eason made the motion to approve the new position, seconded by Denise Sheehan and the new position was approved unanimously.

- The cost of this position in 2025 is estimated at \$60,500. The anticipated sources of funding include:

St. Paul's Operating Fund	\$25,000
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David Heath Memorial Fund \$10,500

Endowment Unrestricted Fund \$25,000

A request was made to the Endowment Board to fund this position by Carol Field, motion was seconded by Phillip Weiss and received unanimous consent.

- A Parish Yard Sale will be held on June 6th, 7th and 8th. Proceeds from this sale will be used for the Rector's Discretionary Fund and the Operating Fund. Amounts for each of these funds will be determined at a later date. A motion to approve this designation was made by Steve Haughey, seconded by Barbara Ellington Banks and unanimously approved.
- An audit was performed by Jack McElroy and the Vestry unanimously accepted the audit and gave approval to send it to the Diocese.

**Old Business**

None at this time

**A move to adjourn the meeting at 6:45pm was unanimously approved.**

**In closing, Fr. Lee offered a reading from Ezekiel entitled "Make Room for the Spirit".**

Respectfully submitted,

Tori Cannon

Vestry Clerk