

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

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

Absent: Ashley Eason. This evening's meeting was held via a Zoom call.

Fr. Lee called the meeting to order at 6:00pm and opened the meeting with a Collect which traditionally celebrates St. Martin, a patron saint of France, on Veteran's Day.

Approval of the October Meeting Minutes

Steve Haughey made a motion to accept the October minutes, seconded by Barbara Ellington Banks and the minutes were unanimously approved.

Rector's Report

- I report to you from Trinity Center at my annual Commission on Ministry overnight.
- November has started off with a bang with a great all saints weekend full of celebration and remembrance. Requiem, Rise Against Hunger, Baptisms.
- Moving into the rest of November I call your attention to Ingathering Sunday and Fall Parish Picnic. Please make sure your pledge is in.
- December 1 begins Advent. The choir will be very busy. Please note and come out to support the various activities and worship services.
- Finance Committee will not meet until Monday December 9, the morning of our Vestry meeting, so you will not receive financials until after that meeting.
- Restructuring our administrative staff. This will take place in earnest to prepare for future staff needs.
- Nominating Committee for new Vestry candidates is Anne O'Dell, Ashley Eason, Lisa Sanders-Park, and Tori Cannon. Nominations are due to be announced to the parish by December 26, 2024.
- Update on Bob Crafts, Ashley Eason
- Please make sure that you send in your pledges to the 2025 Lamps Lit, Hearts on Fire Stewardship Campaign.
- As it is in my Letter of Agreement, the vestry needs to begin figuring out how to budget Rector sabbatical funding. I am eligible after 5 years of service. I have also applied for a doctoral program in Organizational Learning and Leadership. If I decide to pursue that degree the Rector and the Vestry can have a conversation about whether or not in lieu of sabbatical funding we could offset the cost of that degree.
- Phillip Weiss asked a question about the (at the time) Archbishop of Canterbury and whether or not the Rector knew anything about the call for his resignation. The Rector did not know about the situation but spoke briefly about situations like this in the Church.

People's Warden Report—Steve Haughey

Parish Hall and Church

- Dave Young, Arborist, trimmed the trees in the parking lot, at the entrance to the North Garden, and the large trees over the OC on Tuesday October 8. The cost for the work was \$2,000.
- -Flores and Foley was on site on Thursday October 10 to inspect the four corners of the Parish Hall roof. Followed up with them on Thursday October 24 regarding their findings and recommendations.
- Constructive Building Solutions was on site Thursday October 10 to inspect the welding joints on the Kitchen stairs. SILKWOOD has provided an estimate of cost to prep the staircase.
- The microphone/intercom unit at the double red doors and the key pad at the Kitchen door have both been malfunctioning. Replacement equipment installed Thursday October 31. Total cost for both units is around \$1,100.
- A smoke detector in the gym was damaged. SENTINEL invoice identifies the damage going back to August. Cost of the replacement unit is \$248.
- Azalea Planting and Grounds Clean-up held on Saturday October 26.
- The Vestry HR Committee met twice during the month to review the wording of the SPEC HR Policies to bring them current. Two more meetings are planned for November.

Ormond Center

- The 12 Step Group reclaimed their materials and their access code was cancelled on October 1.
- RENEWAL by ANDERSEN installed the large picture window on Thursday October 10.
- The “put back” process has been completed in the mechanical room and we passed the final inspection on October 18. Rebuilding of the tech/electrical components has started. SENTINEL will reinstall the security equipment/system in early November. SYKES Cleaning will conduct a thorough cleaning of the OC in early-mid November. Painting of the OC is TBD.

Parish Activities

- Blessing of the Animals on Sunday October 5.
- A great turnout of parishioners at NOURISHNC on Tuesday October 8.
- “Nosferatu” silent film accompanied by organist Dorothy Papadakos on Friday October 11.
- EYC Dinner and Trampoline Park at Flip and Fly on Sunday October 13.
- Blessing of the Costumes on Sunday October 27 during the 10:30 AM Service.

Grant Update

- WRAL-TV Azalea distribution was on Saturday October 5 in Garner NC. We were able to pick up our allocated 50 plants and more. Special thanks to Isaac McDowell, Doug Donald, and Ben & Virginia Mastrocola for driving to Garner and bringing the Azaleas back to St. Paul's.
- The Isabel James Lehto Grant Foundation check for \$25,000 was received on Wednesday October 16. This money will be applied to the iron railing renovations completed back in September.
- Cape Fear Garden Club presented a grant check for about \$2300 to St. Paul's on Wednesday October 23. The presentation ceremony was held at the Cape Fear Country Club.
- Members of the Grants Committee for the Diocese of Eastern North Carolina Foundation Board will be visiting us on Monday November 4 to discuss our Grant request.

Looking Ahead

- “Requiem Mass” performed by the Choir of St. Paul’s and Featured Soloists on Friday November 1.
- “Rise Against Hunger” meal packing on Saturday November 2.
- Children, Youth and Families Pot Luck Dinner on Sunday November 3.
- Bible Sunday for 8th Graders and new EYC members on Sunday November 17.
- In-Gathering Sunday and St. Paul’s Fall Picnic following the 10:30 Service on Sunday November 17.

Treasurer’s Report—Scott Sheble

As of 10/31/2024:

- Total income is \$690,773.30 which is 80.1% of the approved 10/9/2024 budget.
- Total expenses are \$684,675.64 which is 79.4% of the approved 10/9/2024 budget.
- This leaves a net income of \$6,097.66.
- The Endowment Fund total reflects \$983,628.04 and the balance of the Reserve Savings Account is \$194,862.43.

Steve Haughey made a motion to accept the 11/11/2024 Operating Fund Monthly Treasurer's Report, seconded by Lisa Sanders-Park and was unanimously approved.

Membership—Lisa Sanders-Park

- Monthly Dinner Groups, April 2024 - March 2025: continue through March of 2025.
- Quarterly Fellowship Dinners 2024: Our final 2024 fellowship dinner on October 27 was a success with 5 hosts and 36 participants. We will plan these events again in 2025 including actively reaching out to newcomers.
- Newcomers Social -- Oct 17, 2024 (Postponed): Due to low response (many newcomers were traveling and unavailable) we postponed this event and will consider hosting one in the Spring. In the meantime, we will work to ensure newcomers are well-welcomed at the Nov 17 Parish Picnic.
- Welcoming Newcomers at the Parish Picnic: At the November 17 picnic, newcomers will wear a special name tag with an identifying symbol. All others will be encouraged to actively reach out to welcome and get to know them. If it goes well, we may make this a regular feature of parish picnics. Newcomers may be anyone who has begun worshipping at SPEC since the last picnic (or those who otherwise think of themselves as newcomers).
- Weekly work: Continuing thanks to Karen Day, Don Bobo, and others for maintaining the important, weekly work of welcoming newcomers to St. Paul's.

Capital Campaign—Fr. Lee/ Scott Sheble

- Pledges for years 2024-2027 total \$1,472,272.90.
- As of 10/31/2024, \$518,995.67 of the 2024 pledges have been received, leaving \$167,424.90 still to be collected.
- Total income (gifts, pledges) total \$2,028,953.51 which is 81% of the 2.5M and 58% of the 3.5M goals.
- Total expenses (Generis contract, Ormond renovations, Architect fees) total \$100,016.01.
- As of 10/31/24, the Capital Campaign cash balance is \$999,971.89.

- The Capital Campaign Pledge Summary/Income & Expense report was unanimously accepted.

Stewardship—Denise Sheehan

- Below are the stewardship campaign results for the first two weeks.
- After two weeks, 74 households have pledged. At this time last year, 74 households had pledged.
- Amounts: This year - \$341, 712. At this point last year, \$332, 660 had been pledged.
- Just a reminder - we would love to have 100% participation from the vestry and the stewardship committee. If you have not already pledged, please do so before the end of the campaign. In-Gathering Sunday is this Sunday, November 17.

New Business

The Vestry & Staff Christmas party will be held on Monday, December 16th from 5:30-7:00pm at the Jumpin Run Clubhouse. Invitation will be forthcoming.

Old Business

No new business at this time.

David Tousignant moved to adjourn the meeting, Scott Sheble seconded and the meeting was unanimously adjourned at 6:48pm.

To close the meeting, Denise Sheehan offered a “Prayer of Hope” from Rabbi John Rayner.

Respectfully submitted,

Tori Cannon

Vestry Clerk